



## Inspection and Safety Reports Training Guide

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# Daily Reports

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## About

Inspection and Safety Reports (ISR) are created in IFA Works and viewable in CAMP.

## Workflow Diagram

*\*No workflow diagram associated with daily reports\**

## Process Overview

The inspector creates reports in IFA Works using dropdowns provided by CAMP project information. The IFA inspection integration creates an ISR document and is added as a URL with metadata (Inspection Number, Inspection Type, Inspection Date, Inspector Description). Upon submission of an inspection report, a notification is sent to the CM PM and SPO along with the flagged contacts in the Project Directory.

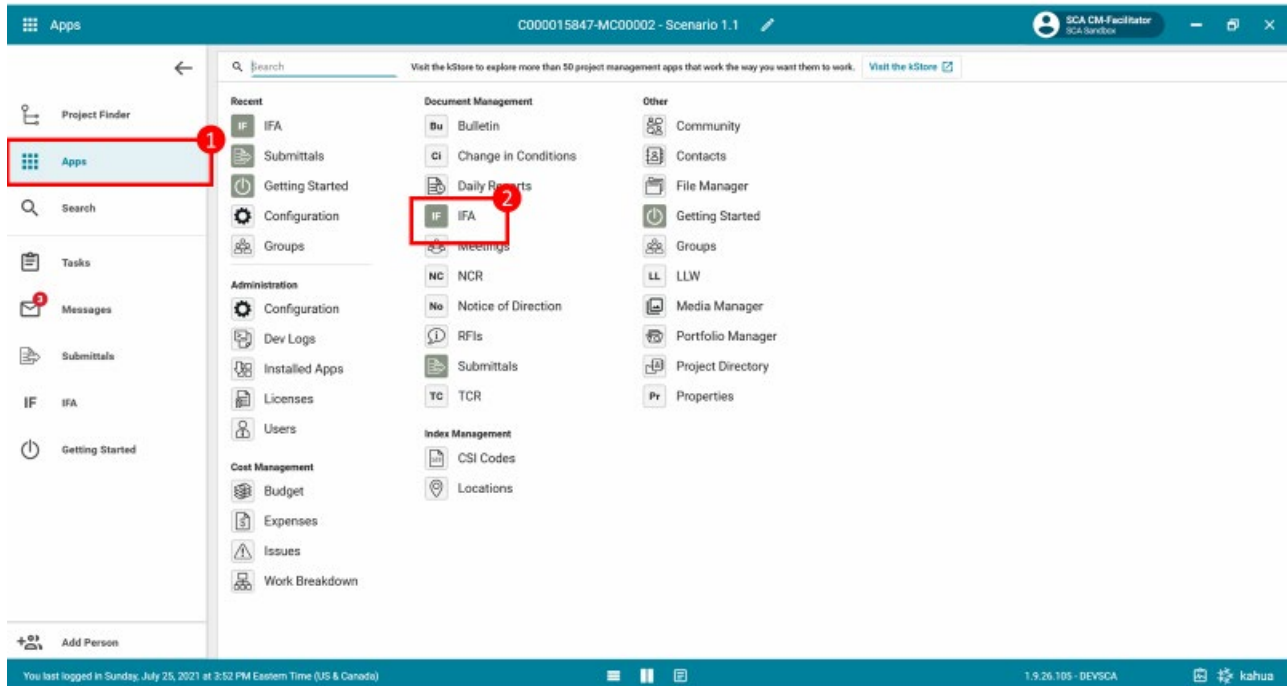
## Step-by-Step Instructions

Create ISR		
Role	Preceding Steps	Outcome
System	CAMP project information populates IFA Works dropdowns which enable the integration to CAMP.	IFA Works reports are viewable in the CAMP Inspection and Safety application.

**\*no workflows in CAMP**

View ISR		
Role	Preceding Steps	Outcome
CM PM, SPO -or- Project directory participants	IFA Works reports have been created.	IFA Works reports are viewed in the CAMP Inspection and Safety application.

1. Go to 'Project Finder' > Select desired Subproject/Project
2. Go to 'Apps' > Select 'IFA'



3. Select appropriate record to view

IF IFA C000015847-MC00002 - Scenario 1.1 SCA CM-Facilitator SCA Sandbox

SEND VIEW HISTORY URL

Project Finder Apps Search Tasks Messages Submittals IF IFA Getting Started

Form Id	Form Version	Inspection Type	Description	Inspection Date	Inc
596861.0	1.0	ARCHITECTURAL	CID Architectural Inspection Report	8/31/2021	KER
596857.0	1.0	SAFETY	SAFETY	8/31/2021	THC

2 Item(s)

ISR

Preview

DETAILS

Form Id 596861.0  
Form Version 1.0  
Inspection Type ARCHITECTURAL  
Description CID Architectural Inspection Report  
Inspection Date 8/31/2021  
Inspector KERWIN BUTTS  
FID Job Number 0768-16  
IFA Job ID 106375.0  
School Name P.S. 097  
LLW 106899

LINKS

URL <https://ifaUAT.nyosca.org/inspectionformsweb/formviewer.aspx?ifajobid=106375>

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