

How to execute the audit implementation plan on the web side (Document)

After the audit implementation plan is submitted, the document is transferred to the personnel workbench of the audited unit.

User logs into the OLISS web side and default to enter the workbench interface. Click on "Internal Audit" under waiting task. In the audit and Implementation-Execute interface, if there are many documents, you can filter target document by year or audit type. Click "Execute" next to the target document or select multiple documents and click "Batch Execute" to enter the review details interface.

You can click "Edit" in the upper right corner to modify the audit implementation plan, select the time of the first meeting and the closing meeting, fill in the audit result, upload various attachments as needed (with * required), switch to "NCR" / "Issue List" / "Equipment Disqualification", and add NCR / issue list / equipment disqualification as needed. Finally click "Completed".

The first screenshot shows the 'Workbench' interface with a sidebar on the left and a main content area. The 'Waiting Task' section is highlighted, showing 'Internal Audit(2)' with a red box and an arrow pointing to it. A red text annotation reads: '2. Click on "Internal Audit" under waiting task'. The top navigation bar includes 'Workbench (30969)', 'Vessel Monitor', and 'Find'. The left sidebar lists various management functions like Budget Management, Voyage Number Management, Vessel Report, etc.

The second screenshot shows the 'Audit and Implementation-Execute' interface. A table of audit records is displayed with columns for Audit Type, Audited Unit, Last Audit, Planned Month, Audit Date, Audit Content, Audit Basis, Audit Team Leader, and Operation. Two rows are visible: 'Temporary Audit' and 'Tracking Audit'. The 'Execute' button next to the 'Tracking Audit' row is highlighted with a red box and an arrow. A red text annotation reads: '4. Click "Execute" next to the target document'. Above the table, there are filter options for year (2025) and audit type. A red text annotation reads: '3. If there are many documents, you can filter target document by year or audit type'. The top navigation bar is identical to the first screenshot.

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← Audit and Implementation-Execute

Batch Execute → 4. Select multiple documents and click "Batch Execute"

Audit Type	Audited Unit	Last Audit	Planned Month	Audit Date	Audit Content	Audit Basis	Audit Team Leader	Operation	
<input checked="" type="checkbox"/>	Internal Audit	销售部	2025-05-22	6	2025-06-20	测试	测试	张三	Execute
<input checked="" type="checkbox"/>	Internal Audit	销售部	2024-05-25	4	2025-05-22	测试	测试	张三	Execute
<input type="checkbox"/>	Temporary Audit	销售部	2025-02-25	4	2025-05-15	审核船上安全设备是否齐全	救生艇、救生圈数量	船长	Execute
<input type="checkbox"/>	Tracking Audit	销售部	-	5	2025-01-23	1212	21588	李老勃	Execute

4 Total

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← Audit Details

Audit Implementation Plan

5. You can click "Edit" in the upper right corner to modify the audit implementation plan

#	Audit Type	Audited Unit	Last Audit	Planned Month	Audit Date	Audit Content	Audit Basis	Audit Team Leader	Auditor	X-th Audit	Audit Location	Attachment	Status
1	Temporary Audit	销售部	2025-02-25	4	2025-05-15	审核船上安全设备是否齐全	救生艇、救生圈数量	船长	大副	0	0	0	To be executed

Audit Implementation

Record NCR Issue List Equipment Disqualification

First Meeting * Please select Attachment: 0 View/Upload Attachment

Closing Meeting * Please select Attachment: 0 View/Upload Attachment

Audit Check List Attachment: 0 View/Upload Attachment

Audit Report Attachment: 0 View/Upload Attachment

Other Attachment Attachment: 0 View/Upload Attachment

Audit Result * Please enter

6. Select the time of the first meeting and the closing meeting, fill in the audit result, upload various attachments as needed (with * required)

Completed Save Cancel

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← Audit Details

Audit Implementation Plan

Edit

#	Audit Type	Audited Unit	Last Audit	Planned Month	Audit Date	Audit Content	Audit Basis	Audit Team Leader	Auditor	X-th Audit	Audit Location	Attachment	Status
1	Temporary Audit	销售部	2025-02-25	4	2025-05-15	审核船上安全设备是否齐全	救生艇、救生圈数量	船长	大副	0	0	0	To be executed

Audit Implementation

Record NCR Issue List Equipment Disqualification

7. Switch to "NCR" / "Issue List" / "Equipment Disqualification"

add NCR / issue list / equipment disqualification as needed

No.	Report Name	Audited Unit	Description	Level	Reason Analysis	Corrective Measures	Planned Finish Time	Modifier	Acceptor	Attachment	Status	Operation
△ N/A												

8. Finally click "Completed"

Completed Save Cancel

In the "SMS Management-> Audit Management" interface, click the audit implementation plan "To be executed" to perform the operation.

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Expense Management Budget Management Voyage Number Management Vessel Report Patrol Inspection SMS Management SMS Files **Audits Management** Inspections Operation Record SMS Archive Customs Affairs Management Vessel Incident Records Address Book E-Signature Setting

Audit and Implementation Audit Plan

2025 First Half Year Second Half Year Please select Audited Unit Please select Audit Type Reset

Audited Unit	Audit Type	Last Audit	January	February	March	April	May	June	Cross-year Audit
销售部	Temporary Audit	-		Rectification		To be executed			
技术部	Internal Audit	2023-06-22	To be planned		Accepting		To be planned		
销售部	Internal Audit	2023-06-01		To be planned		To be executed		To be executed	
运营部	Internal Audit	2025-05-12		Completed					
董事会	Internal Audit	2025-02-20							
法务部	Internal Audit	2024-07-30							
组织部	Internal Audit	2025-05-01							
法务部	Intermediate Audit	2025-04-29		Completed					
销售部	Additional Audit	-	Rectification						
销售部	Tracking Audit	-					To be executed		

1. Click in order to enter the audit and implementation interface

2. Click the audit implementation plan "To be executed"

Statement: 1. **To be planned** To develop a detailed audit implementation plan. 2. **To be executed** Audit implementation plan to be implemented. 3. **Executing** Audit Under Way
4. **Rectification** NCRs are being rectified. 5. **Accepting** NCRs are being accepted. 6. **Completed** The audit has been completed and the NCR has been accepted.

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