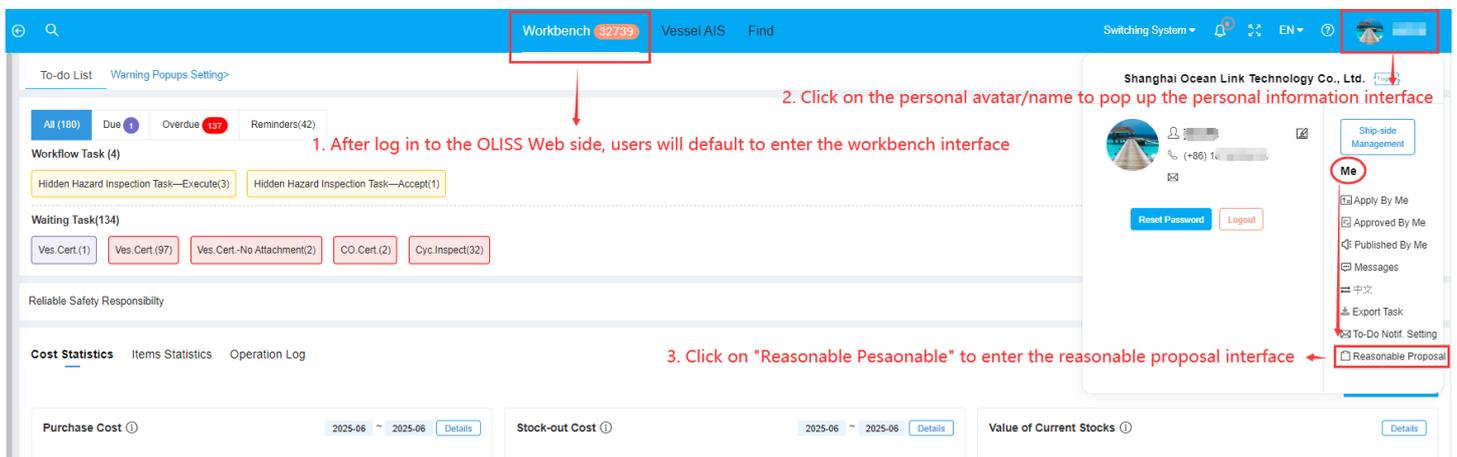


How to view reasonable proposal(document) on the Web Workbench

After logging in to the OLISS Web side, users will default to enter the workbench interface. Click on the personal avatar/name to pop up the personal information interface, click on "Reasonable Proposal" to enter the reasonable proposal interface: fill in the title, suggestion content, select the suggestion type, upload attachments as needed, then click "Confirm", signature and then click "Submit".





Title *
Please enter

Suggestion Type *
Please select

Suggestion Content *
Please enter

0 / 1000

Attachment
Upload

4. Fill in the title, suggestion content, select the suggestion type, upload attachments as needed, then click "Confirm"

Confirm

Cancel



Signature *

Clear Signature

Re-sign

5. Signature and then click "Submit"



Submit

Cancel

Next step:

Enter the workbench of relevant approval authority personnel according to the approval process.