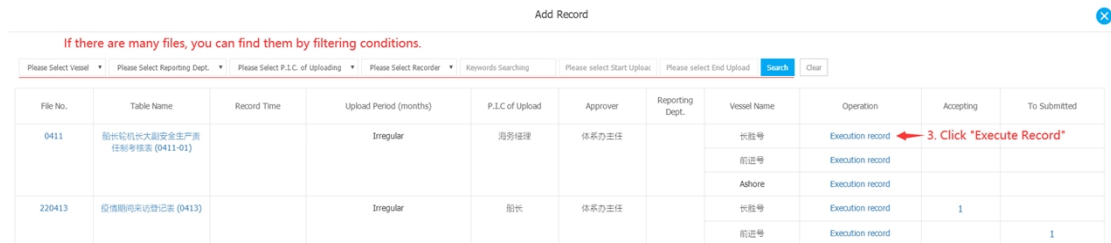
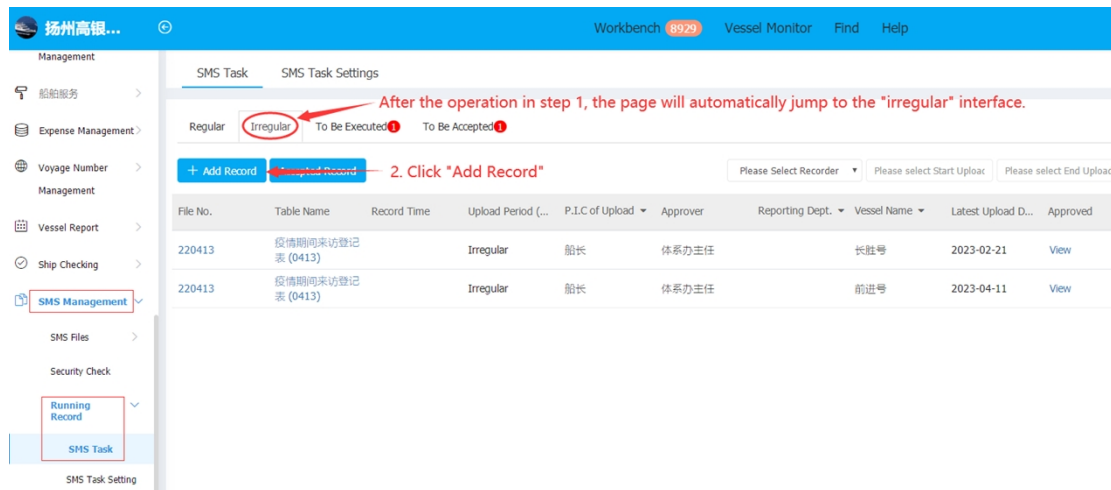
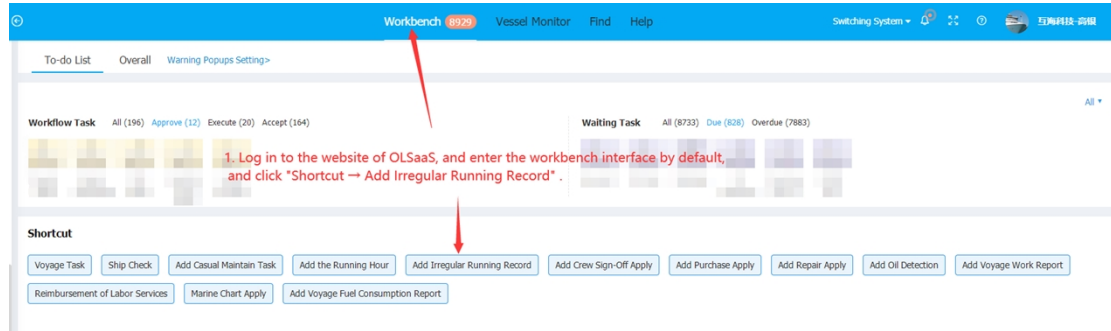


## How to add irregular operation records

Users can log in to the website of OLSaaS, and operate in "Workbench → Shortcut → Add Irregular Operation Record" interface according to the following steps 1-4:



Carried Out



Table Name

船长轮机长大副安全生产责任制考核表

Occurrence Time \*

2023-04-25

Remark

Operation Record Attachment

[Upload Attachment](#)

The size of a single uploaded file cannot exceed 1GB.

最近提交 (按照发生时间倒序, 最多显示三条)

△ 无
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4. The user can click "Save" directly, and the relevant personnel will operate and execute it;  
Users can also "Submit" directly after completing relevant information/uploading attachments.

Save Submit

**Next Step:**

If you select "Save", the specified personnel will execute the irregular operation record later;  
If you select "Submit", after the record is executed, it will become "To Be Accepted" and appear on the inspector's workbench.