

How to set up incident type on the web side (document)

Users can log in to the OLISS Web side , click to enter the **"Vessel Incident Records → Incident Type Setting"** interface in turn, click "Add" ,jump out of the pop-up window on the right, in the pop-up window, fill in incident type and remarks (with * required), the approval process is closed by default (button gray), and it will turn blue after clicking Enable.(Users can set approval processes according to actual needs select / add approval roles, CC roles), click "Confirm" . After adding it , you can edit and off .

The screenshot displays the OLISS web interface for setting up incident types. The interface is divided into a sidebar, a main content area, and a pop-up window.

Step 1: Click "Vessel Incident Records" in the sidebar.

Step 2: Switch to "Incident Type Setting" in the main content area.

Step 3: Click "Add" in the main content area.

Step 4: Fill in incident type and remarks (with * required) in the pop-up window.

Step 5: The approval process is closed by default (button gray), and it will turn blue after clicking Enable. (Users can set approval processes according to actual needs select/add approval roles, CC roles).

Step 6: Click "Confirm" in the pop-up window.

No.	Incident Type	Approval Process
1	PSC检查出现重大失误	Required for Approval
2	Slight	No Approval Required.
3	安全隐患	Required for Approval
4	扬州测试	No Approval Required.
5	有审批流程的	Required for Approval
6	测试1	Required for Approval

Pop-up Window: Add Incident Type

Incident Type * → 4. Fill in incident type and remarks (with * required)

Remarks

Approval Process → 5. The approval process is closed by default (button gray), and it will turn blue after clicking Enable. (Users can set approval processes according to actual needs select/add approval roles, CC roles)

No.	Role Name	Enable Or Not	Operation
1	Please select	No	

Add Approver

No.	CC Role	Operation
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Add CC Role

6. Click "Confirm" → Confirm

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Vessel Incident Records Incident Type Setting

Add

Please select a time range. Reset

After adding, you can edit and off it

No.	Incident Type	Approval Process	Remarks	Treatment State	Operation
1	PSC检查出现重大失误	Required for Approval		Valid	Edit Off
2	Slight	No Approval Required.		Invalid	Edit On
3	安全隐患	Required for Approval		Valid	Edit Off
4	扬州测试	No Approval Required.		Valid	Edit Off
5	有审批流程的	Required for Approval		Valid	Edit Off
6	测试1	Required for Approval		Valid	Edit Off

10 Total 10Total/Page

Description:

After the incident type is set, you can select the type (including whether there is an approval process) when adding a vessel incident record!