<u>Safety Tool Management (STM) – User Manual</u>

Safety Tool management feature is available for Section AEs only. It is available in SMART from 02-08-2019.

User can familiarize the feature in Test Environement using following credentials

URL - http://10.0.1.65:8080/SafetyApp/

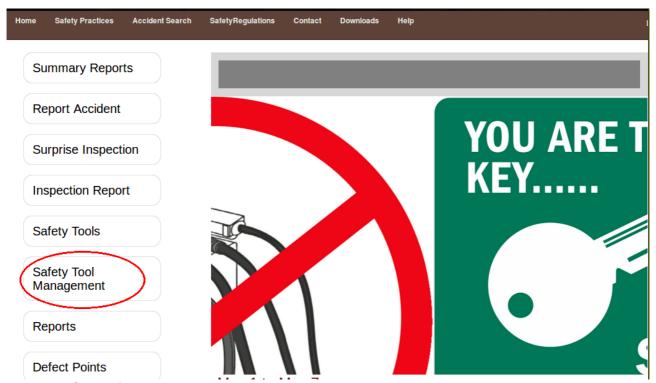
Test Username – 100

Password - ae

Any suggestions or feedback regarding STM feature can be emailed to safety@kseb.in.

Safety Tool Management (STM)

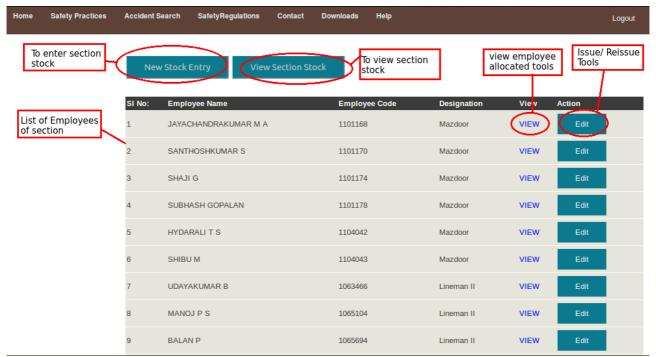
Safety Tool Management (STM) is a new feature to capture issue/reissue and return of safety equipments to field users. This feature is available in Section AEs login.



Home – Safety Tool Management

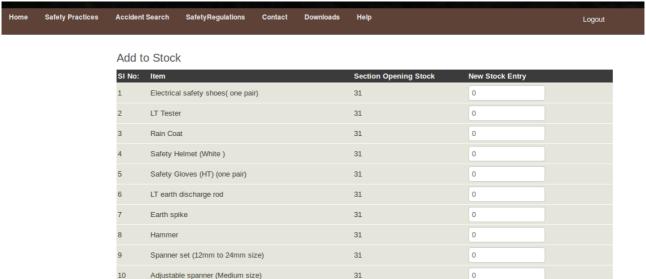
On clicking 'Safety Tool Management' button, employees (workers, linemen, supervisors) under the section is listed against which AE can issue safety equipments. There is a provision to enter section stock for safety items. AE can issue safety equipments only if section stock is available. Stock can be entered/added up using 'New Stock Entry' button and section's stock can be viewed using 'View Section Stock' button. The 'View' button against each employee list the tools allocated to each of them. AE can issue, return and reissue items using 'Edit' button.

The items issued will be personal liability for the person to whom it is issued. The issued items shall be taken with him on his transfer to other section offices. If he is transferred to places other than section offices, the items shall be returned to last working section office.



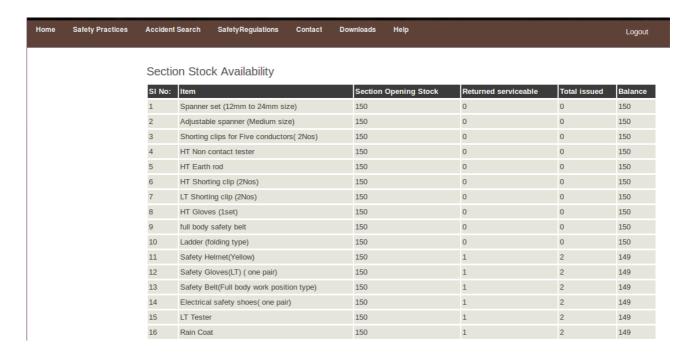
Landing page of Safety Tool management

On clicking 'New Stock Entry', AE can add section available stock of each safety equipment.



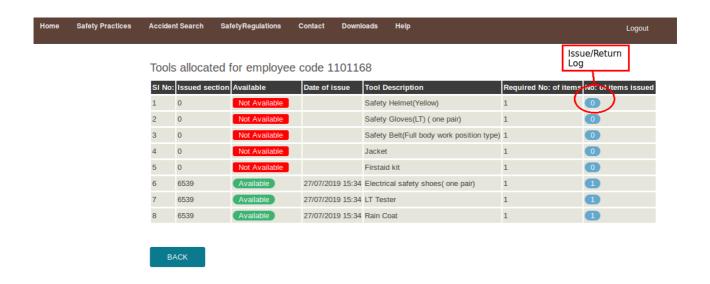
New stock entry screen

'View Section Stock' gives overall opening stock of the section, issued items and returned serviceable items and balance items that can be issued.



View of section stock

Safety equipments allocated to employees can be viewed using 'View' against each employee in section employee list. The status of allocation, section which issue items, date of issue, number of items issued are available in the list.

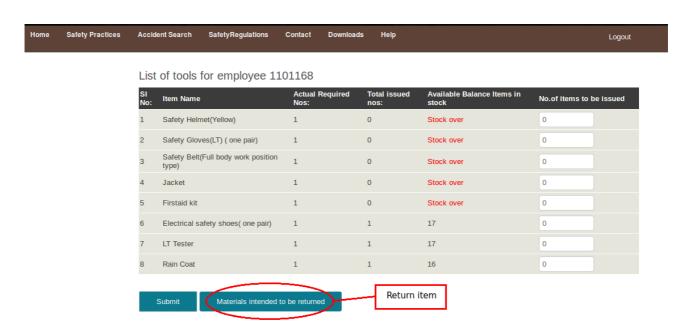


view of employee allocated tools

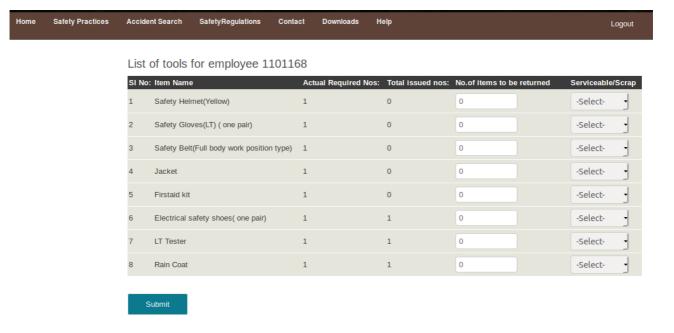
Allocation of items - Items can be issued for the first time using the below screen



Items can be returned or reissued in this page. 'Materials intended to be returned' button will be redirected to a page where materials can be returned.

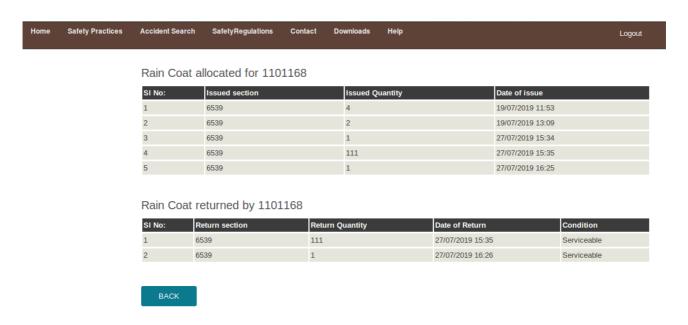


Each items allocated to employees can be returned either as serviceable item or scrap item. The items returned as serviceable gets added to stock of the section where it is returned. The serviceable item returned can be reissued.



Return Screen

History of issue, return and reissue can be view by clicking 'no of items issued' against each item in view of employee allocated tools screen



Return/reissue log