



D A M S T R A

Enabled PPE Inventory

Safety



[DISCLAIMER]

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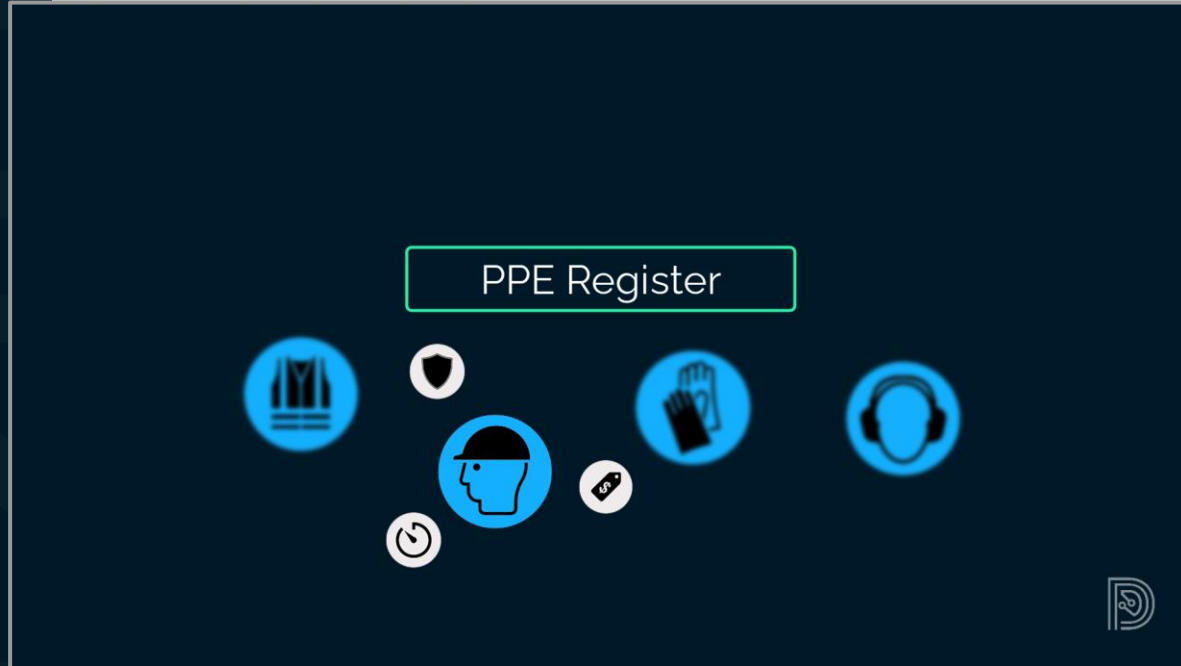
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Enable PPE Inventory Introduction

PPE is managed by Vault in two different modules:

The *PPE Register* is where the variety of equipment used or required by the Organisation are recorded.

It records detail such as the parts of the body protected, the lifespan once allocated, and cost per unit.



Enable PPE Inventory

Introduction cont.

PPE Inventory is an additional, optional module which keeps track of your PPE stock.

It records details such as the quantities, sizes and colours available at particular sites across the Organisation.



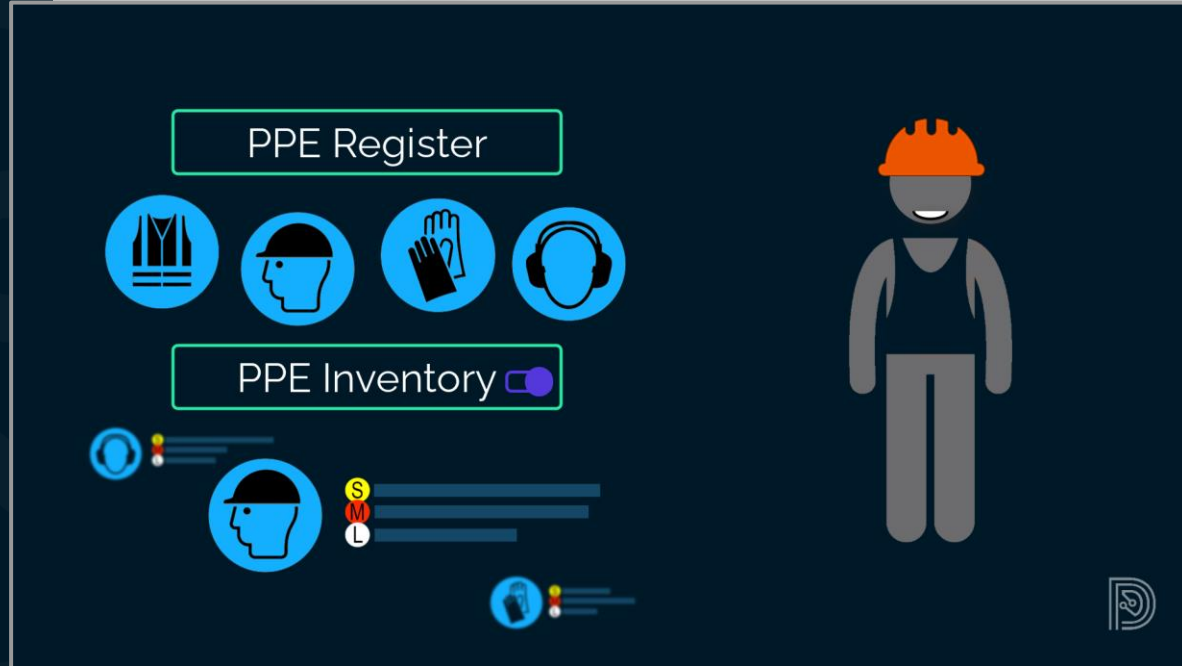
Enable PPE Inventory

Introduction cont.

With the PPE Inventory module turned off, your Damstra Safety system will allocate PPE to People and Vehicles, regardless of actual availability.

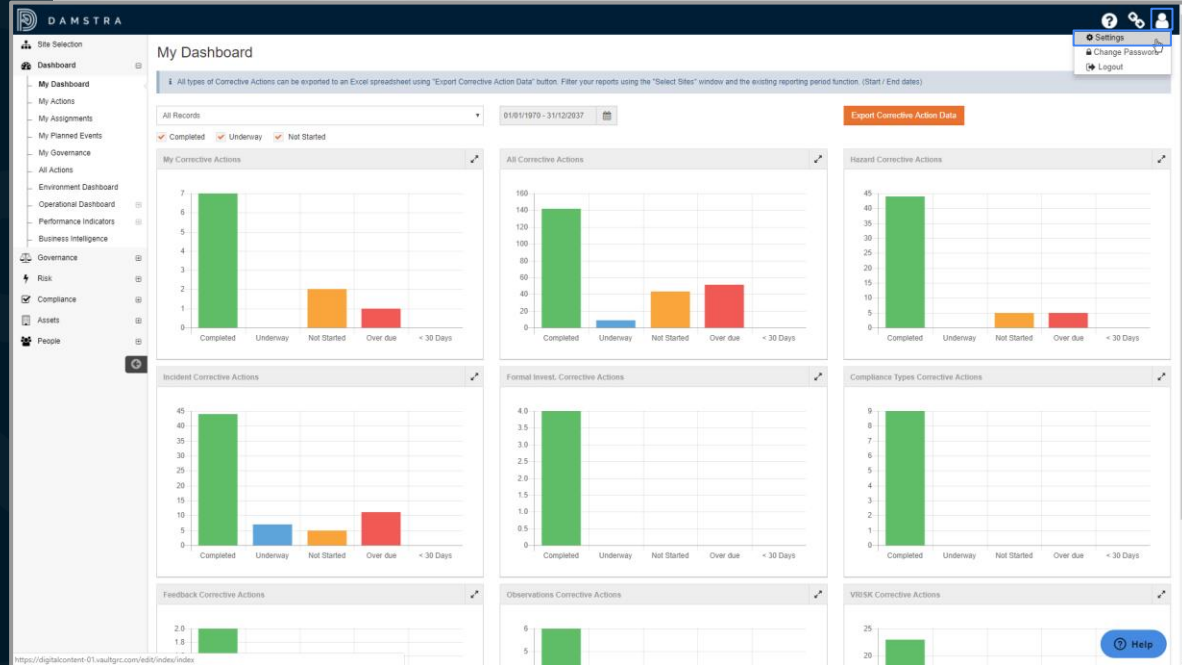
With the PPE Inventory module turned on, your system checks and displays stock levels, allocating the required size and colour only if stock is available. Once allocated, stock levels are automatically adjusted.

This guide explains how to enable PPE Inventory via Settings.



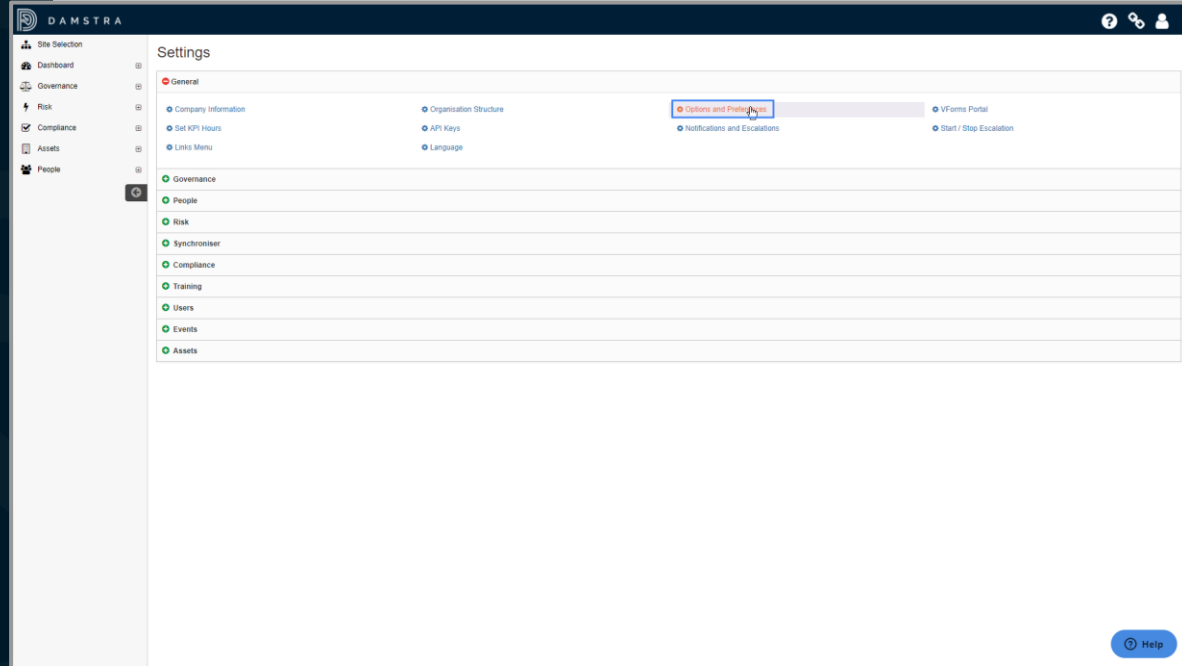
Enable PPE Inventory Settings

Settings is found under the Profile icon toward the top of the screen.



Enable PPE Inventory Settings

Click 'Options and Preferences' within the General section.



The screenshot displays the DAMSTRA Settings interface. On the left is a navigation sidebar with categories: Site Selection, Dashboard, Governance, Risk, Compliance, Assets, and People. The main content area is titled 'Settings' and features a 'General' section with several sub-links: Company Information, Organisation Structure, Options and Preferences (highlighted with a red box), V Farms Portal, Set KPI Hours, API Keys, Notifications and Escalations, and Start / Stop Escalation. Below the General section are other categories: Governance, People, Risk, Synchroniser, Compliance, Training, Users, Events, and Assets. A 'Help' button is located in the bottom right corner.

Enable PPE Inventory Settings cont.

Locate 'Inventory Control' and check the box to enable it, then **click** 'Save'.

The screenshot shows the DAMSTRA Settings / Options and Preferences page. The left sidebar contains navigation options: Site Selection, Dashboard, Governance, Risk, Compliance, Assets, and People. The main content area is titled 'Settings / Options and Preferences' and contains various configuration options. The 'Inventory Control' checkbox is highlighted with a blue box. A blue arrow points to the 'Save' button at the bottom left. The page also includes a 'Cancel' button and a 'Help' icon in the bottom right corner.

Settings / Options and Preferences

When the user has more than sites visible then... Collapse the levels displayed to (0 = All levels)

Company KPI Targets

15.00	LTFR	20.00	AFR	35.00	TRFR	25.00	Target TFR	75.00	Target IFR
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Inventory Control

Check to use stock control in the Inventory Tab

Incident Subject

Show Dropdown List for Incident Subject

Incident Severity Levels

Show Hospitalisation in Incident Management Treatment Required

Show incident outcome risk score bases

Allow assignment of any designated investigators across all sites

Hour of Day for Escalation Engine

Global Corrective Controls

Allow assignment of Corrective Actions / Controls across all Sites / Workers

Allow reassignment of Corrective Actions / Controls via Web Form and My Actions

Allow Contractors to be assigned Controls/Corrective Actions

Contractor for Controls / Corrective Actions

Web Form Supervisor Notification

Send Supervisor email on webform submission

Hazard Controls

Show Existing Controls grid in Control Measures.

Event Description Control

Show Event description in Event notification mail.

Hide Department

Post-control scoring for Impacts

Turn On

Transport - Certification / Maintenance Warning

<input type="text" value="30"/>	Days	<input type="text" value="2000"/>	Distance	<input type="text" value="100"/>	Hours
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Enable PPE Inventory Settings

The *PPE Inventory* and *PPE Shopping List* modules are now enabled and are visible in the Menu bar.

You can now view, add, edit and delete stock, help with which is available in the Support Portal.

The screenshot displays the DAMSTRA application interface. On the left is a vertical menu bar with the following items: Site Selection, Dashboard, Governance, Risk, Compliance, Assets, PPE Inventory (highlighted with a blue box), PPE Register, PPE Shopping List (highlighted with a blue box and a mouse cursor), Plant / Equipment, Substances, Transport, and People. On the right is the 'Settings' page, which is organized into sections: General (with sub-items: Company Information, Organisation Structure, Options a, Set KPI Hours, API Keys, and Notifications, and Links Menu, Language), Governance, People, Risk, Synchroniser, Compliance, Training, Users, Events, and Assets. Each section is preceded by a green plus icon, indicating it is currently collapsed.

