#### Working together effectively

#### Ag obair go héifeachtach le chéile

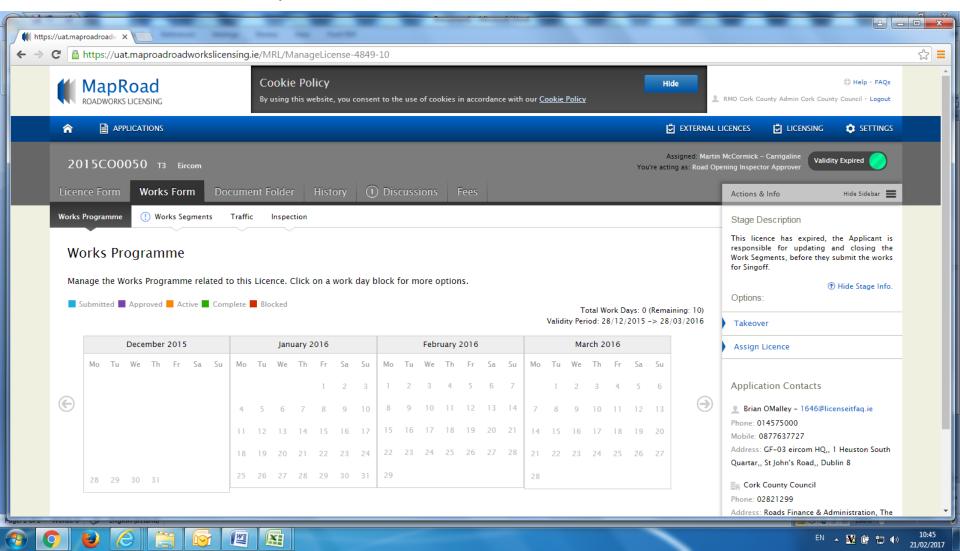


Title : Defects		
Reference:	14.3	
Revision:	1	
Date:	14/03/17	

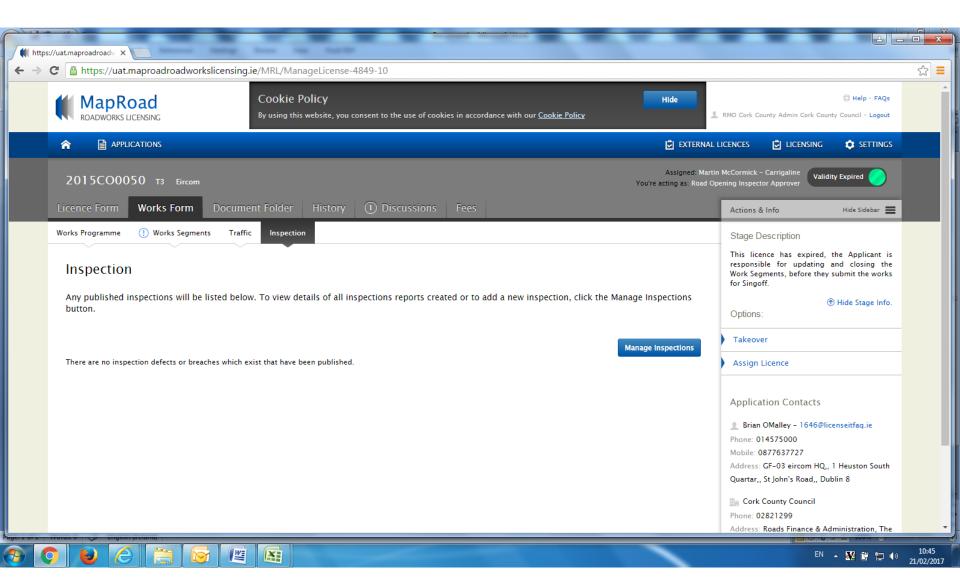


# MRL is compatible with Android applications. MRL can be utilised onsite on tablet for Inspection purposes.

## When the licence is opened it defaults to the Works programme. Select 'Inspection' tab under the Works Form tab.

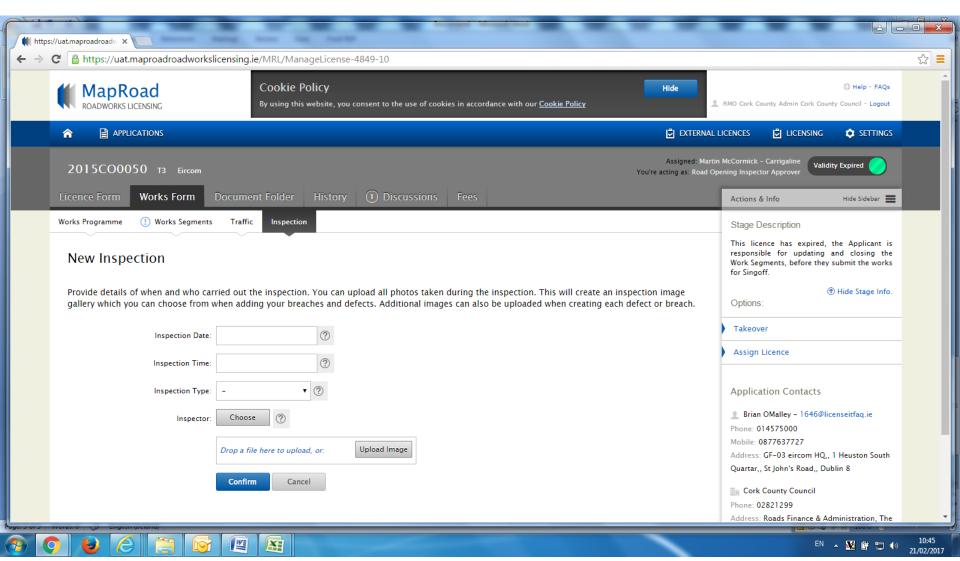


#### Select 'Manage Inspections'

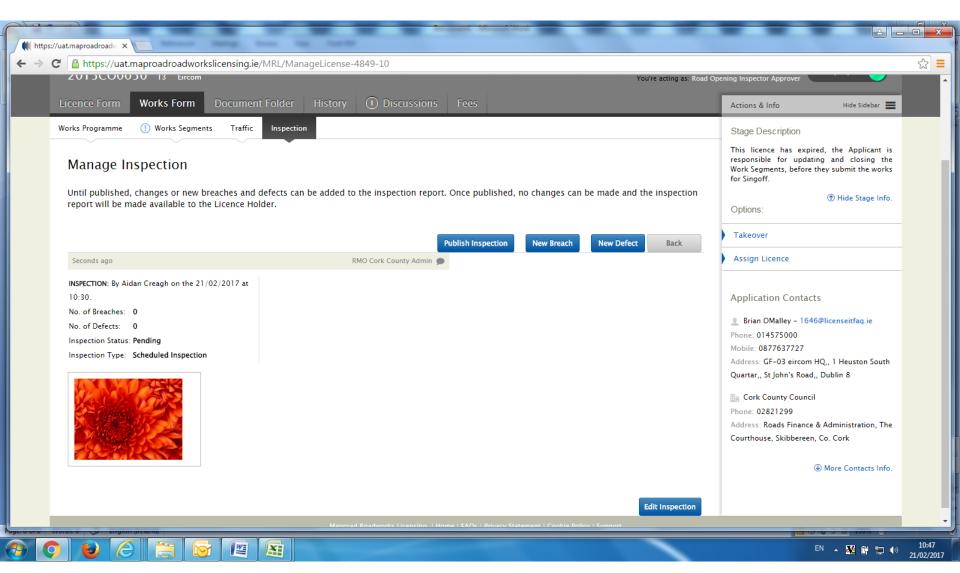


## Complete mandatory fields. NB Inspection time must be completed in the format HH:MM

If required, an image document can be uploaded - .jpeg or .png.



#### Select "New Defect"

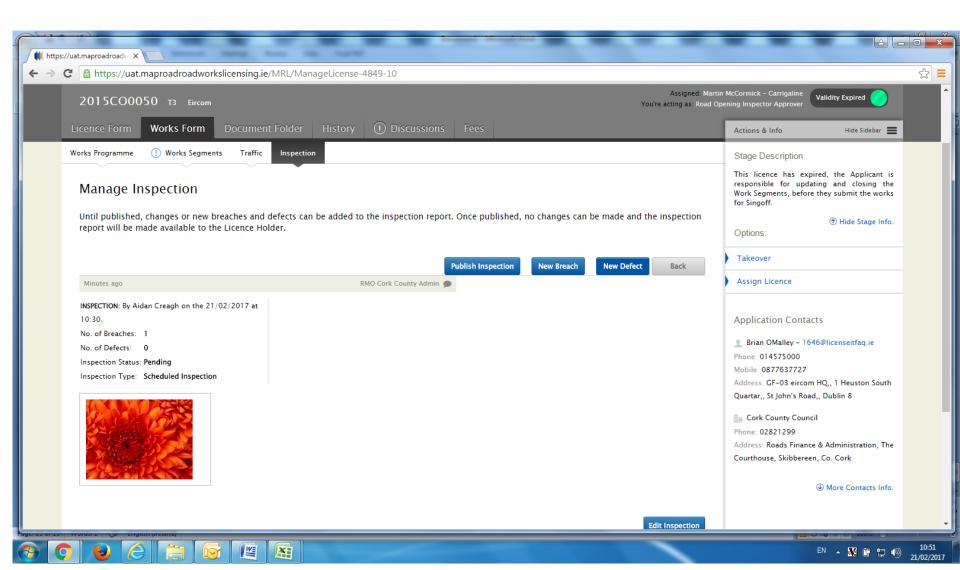


- Inspections default to 'Pending' status if there is no Breach or Defect noted during the inspection.
- If there is a breach or defect noted, there is an option to log "new breach" or "new defect" as part of inspection.
- Publish Inspection with no breach or defect default to Inspection Status to "Closed".
- Publish Inspection with either breach or defect defaults Inspection Status to "Open".
- Note: An Open inspection halts the automatic progress licence from the 'Sign Off' period of 90 days into 'Guarantee Period' Publish if completed.

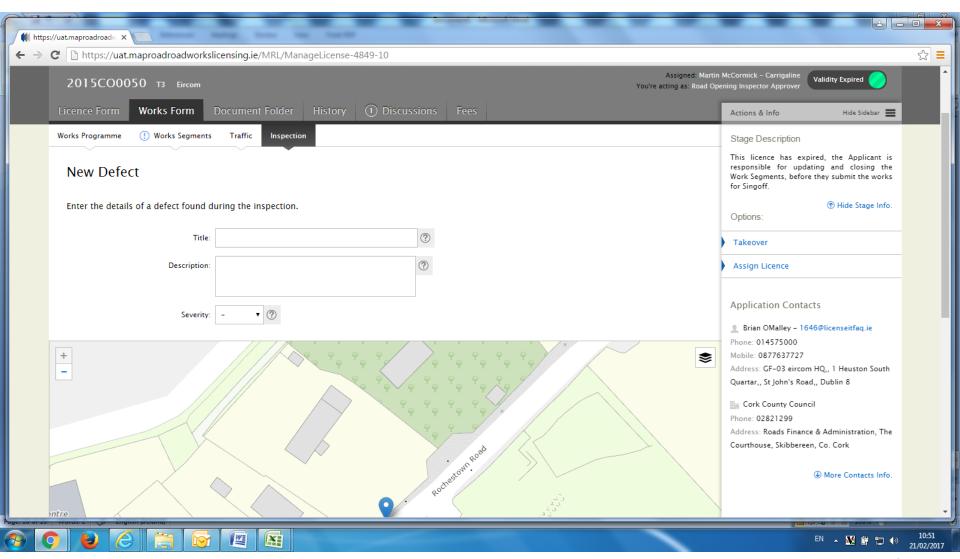
### Recording a Defect

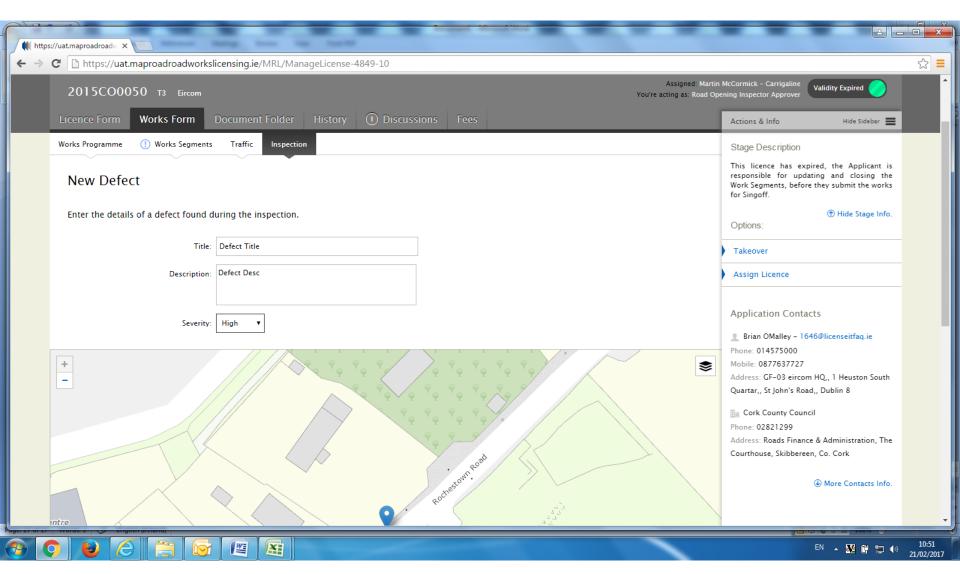
Note: A list of typical defects is set out in Chapter 6 of the Purple Book 'Guidelines for managing Road Openings in Public Roads' and for clarity, the title of the effect should align with that publication.

#### Click on 'New Defect'

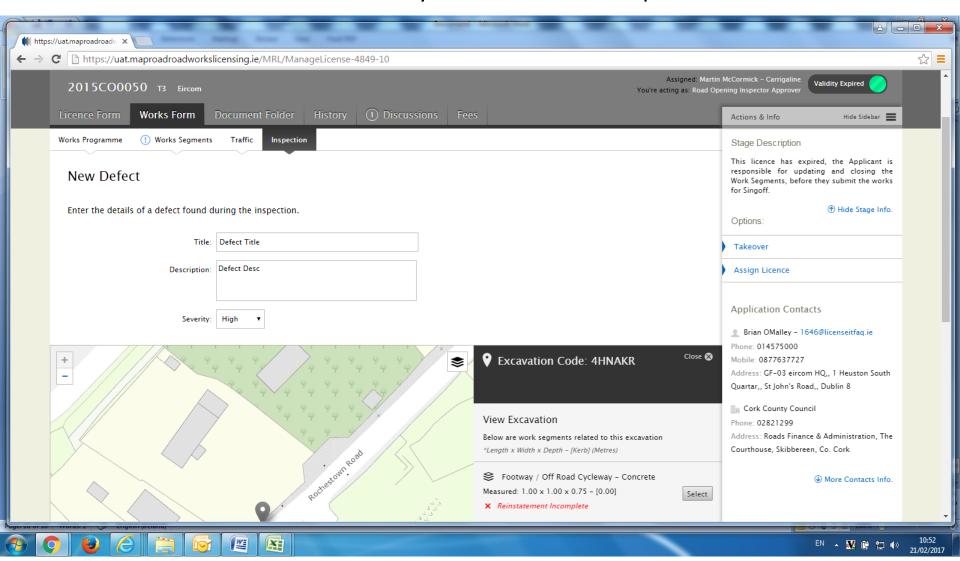


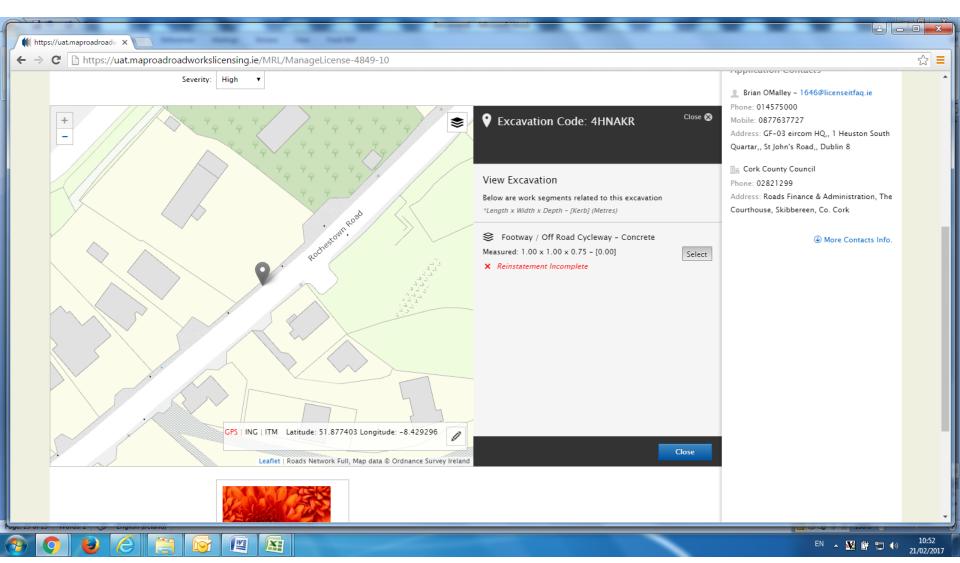
#### Complete the mandatory fields



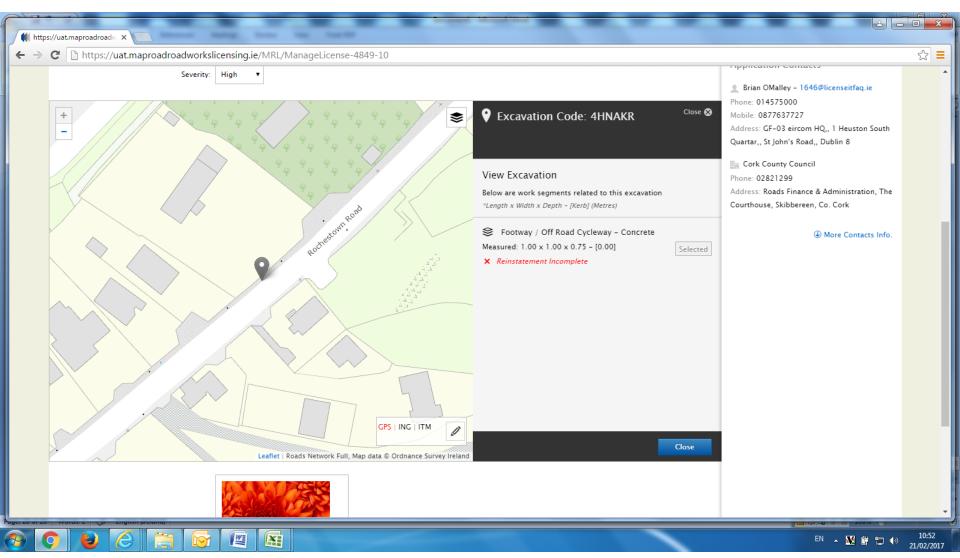


Click on the excavation affected. Note, if the defect relates to an unmarked location, there may also be a breach of the licence. The location of the defect should be clearly stated in the description.

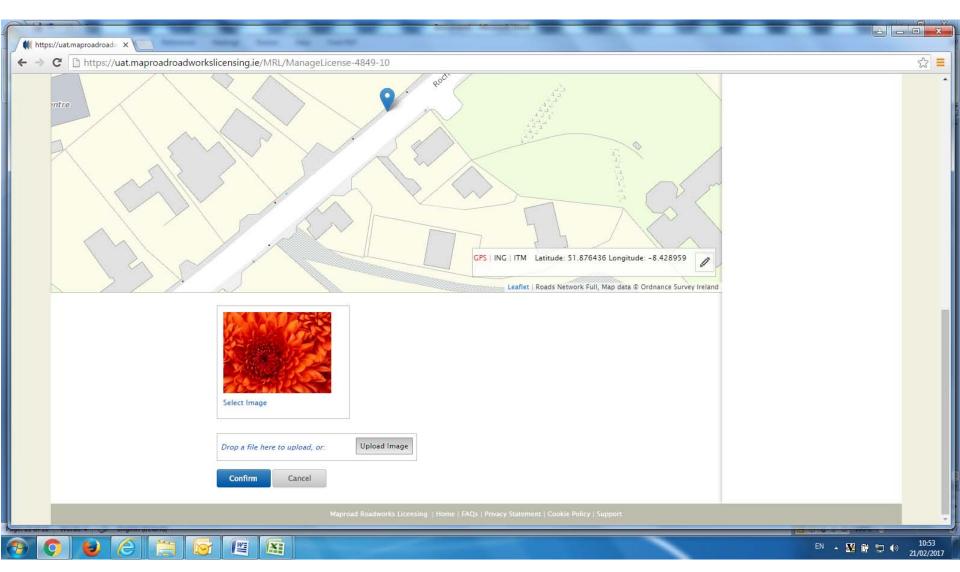


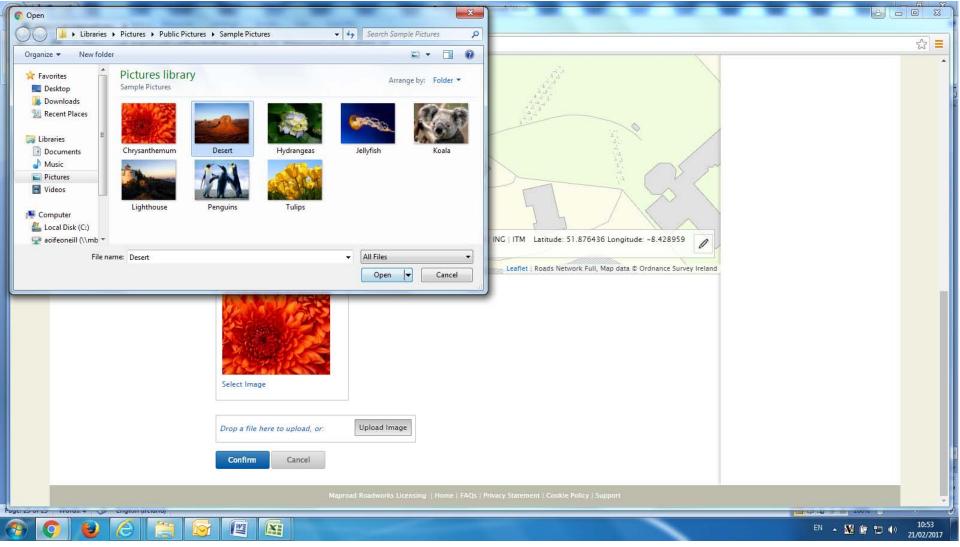


#### Click 'Close' once the excavation is selected

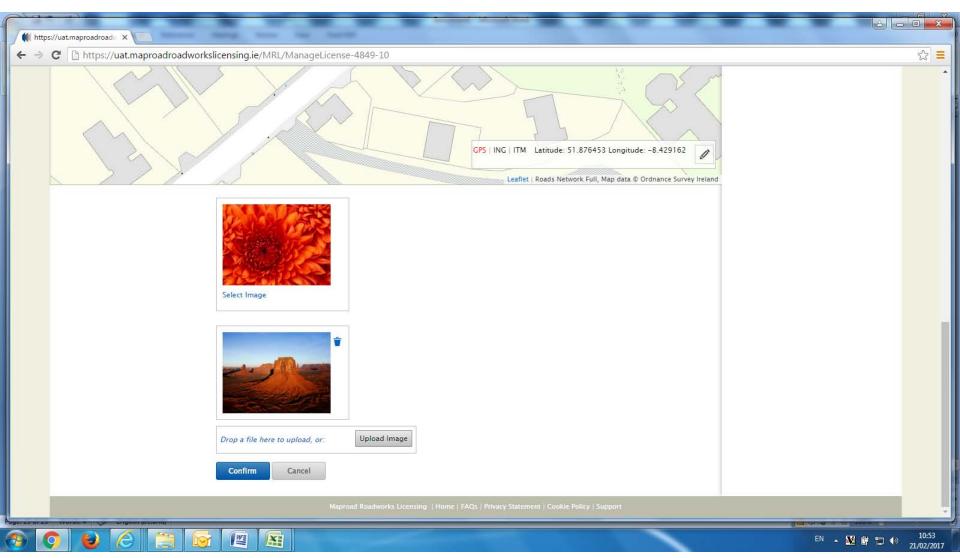


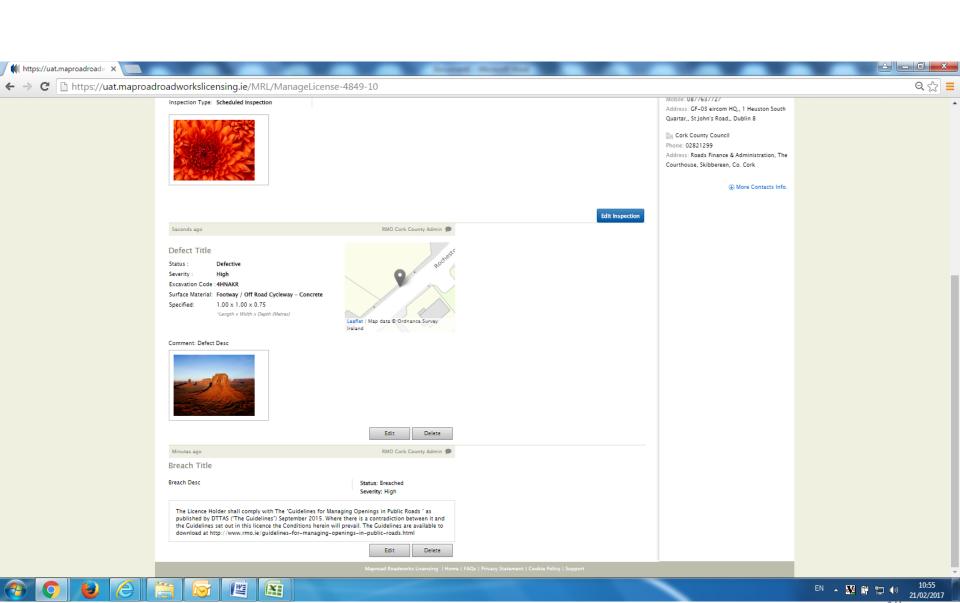
#### A photograph can be attached if required.



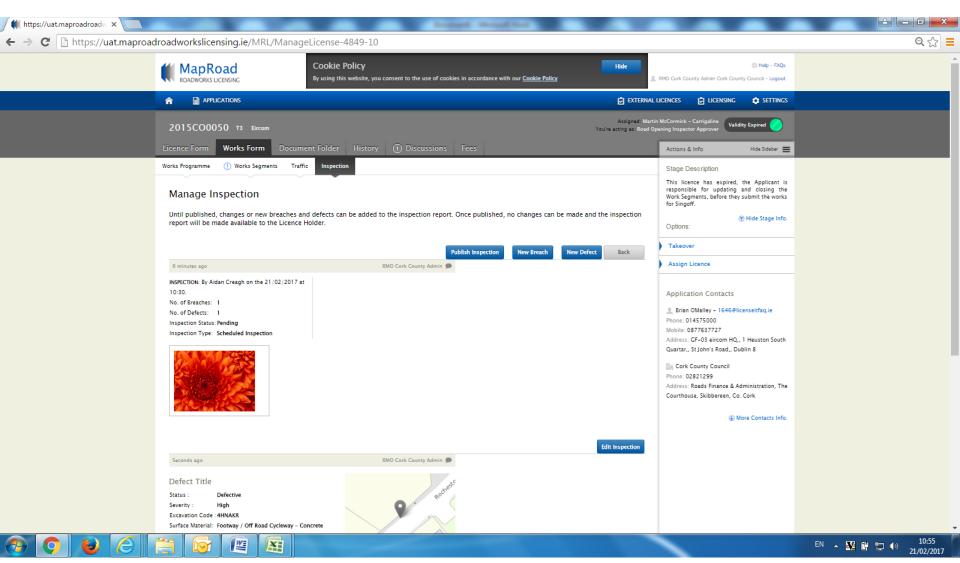


#### Click 'Confirm' once the photo is added.

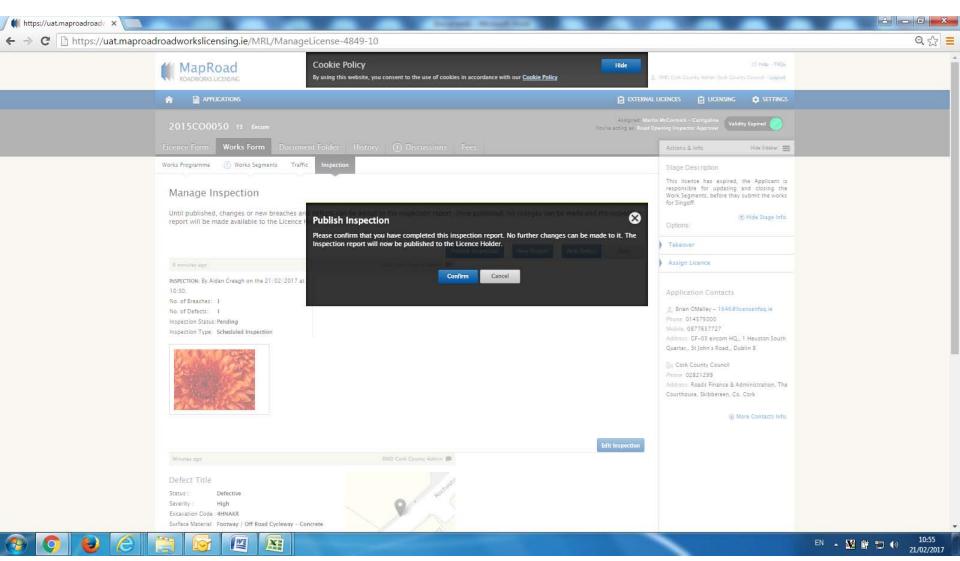




#### Click 'Publish' to publish the inspection to the licence holder.



## Click 'Confirm'. The number of Breaches and Defects can be seen in the inspection details.



## For any queries please contact the RMO through <a href="mailto:Support@mrl.jitbit.com">Support@mrl.jitbit.com</a>