



# Task Completion Workflow

**EASY-TO-USE. SAFETY FOCUSED. ALL-IN-ONE**




## Digitally assign, route and track completion of tasks and work permits

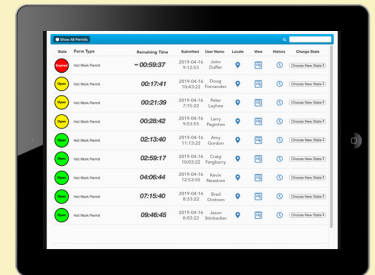
Field Safe enables the efficient assignment, routing, approvals, and completion of tasks and work permits by digitizing processes from start to finish. Manual processes are slow and error-prone. Routing to participants can cause delays in completion and tracking of progress is difficult. With Field Safe's Task Completion Workflow solution, tasks are quickly created and routed to required team members and contractors for action. Progress is tracked in real-time with any completion delays identified early so that corrective action can be implemented.

Customized views provide a clear understanding of an individual's prioritized activities and action notifications are sent on a "just in time" basis, ensuring that team members are focused on the right actions at the right time, and that your resources and budget are not being spent on less critical activities.

### Visualize the Completion Status Of Your Task and Work Permits

Dashboards allow all participants (including permit coordinators, supervisors, field foremen, safety professionals, etc.) to visually understand the status of all active tasks and permits. Each is displayed as a table or on a map, and colour-coded by status:

-  **Open** Green for active
-  **Open** Yellow for those within 45 minutes of the defined end time
-  **Expired** Red where the deadline has expired and immediate action to resolve is required



## Key Benefits of Task Completion Workflow:

- **Ease of Use.** Because our solutions are so user friendly and operate on smartphones and other mobile devices, user adoption is high, and tasks are completed faster with fewer errors. Self-populating forms, voice to text, drop-down menus, and smart memory make collecting and sharing data simple.
- **Overdue and Deficiency Action Alerts.** Alerts and notifications allow for any overdue actions, delays, and deficiencies to be quickly identified and the required corrective action implemented.
- **Auditable Activity Management.** Schedule, prioritize, and follow each project from scheduling and assignment, resolution, data analysis and report creation, and finally delivery of updates to the client. Ensure that team members are focused on the right actions at the right time, and that resources and budget are not being spent on less critical activities.
- **Hot Work Permits.** Assign and track the status of your contractors' tasks and open work permits. Hazards, controls, procedures, etc., can be reviewed and documented, and your contractors can update and complete the forms quickly.



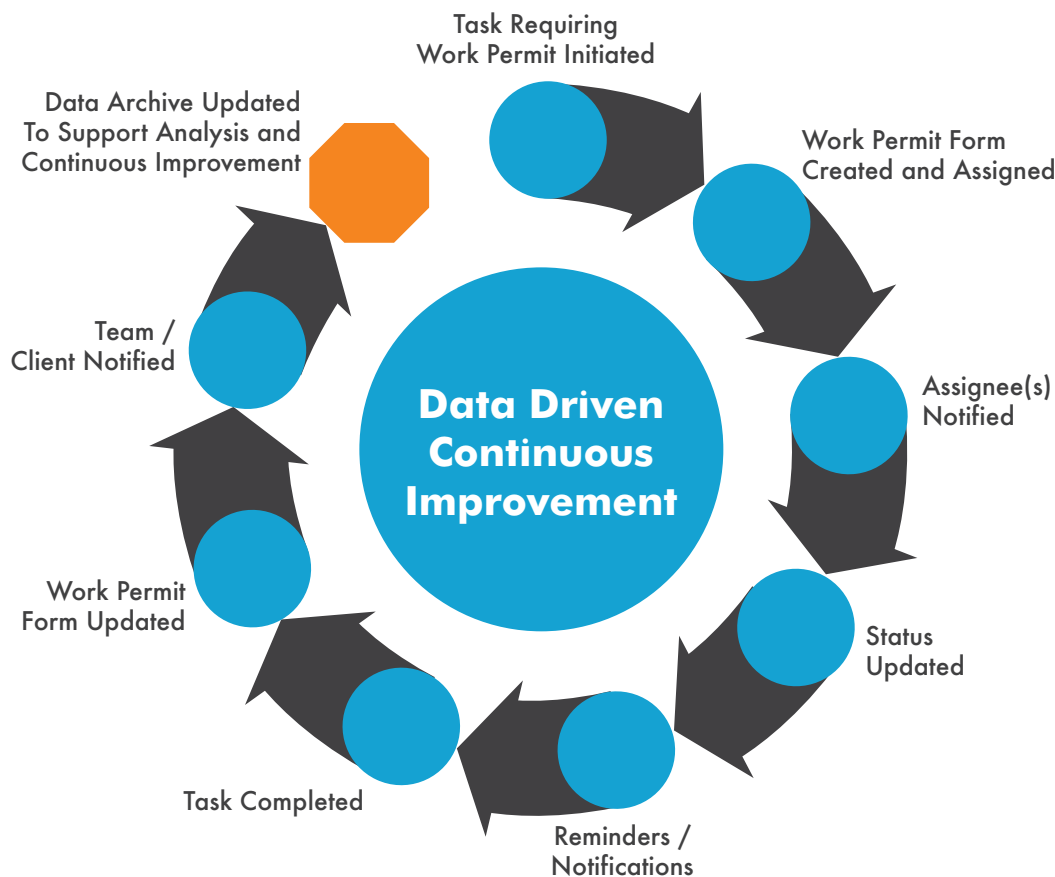
**"Our system is so easy to use, we ship without a manual!"**

Cam Barrett, CEO of Field Safe Solutions

## Digitally assign, route, approve and track completion of tasks and work permits.

Project Task Workflows keep managers' fingers on the pulse of their projects by providing a closed-loop view of every activity from event identification, to location or asset, and to the role of the individual(s) responsible for that action. Portal views provide a clear line of sight to an entire activity, showing actions required, their status, and allowing managers to send reminders and notifications when necessary and "just in time". Learnings and best practices are incorporated to ensure continuous improvement.

Field Safe has a number of solutions designed to keep workers connected and safe, while improving your operations and lowering costs. **Learn more by visiting our website or call us at 1-800-497-7614.**



### About Us

Field Safe Solutions is a cloud-based software as a service company based in Calgary, Alberta. Our easy-to-use applications digitize the field, giving our clients real-time data and the peace of mind that their employees are accounted for at any time, anywhere in the world.

**Corporate Head Office:**  
Suite 1350, 707 7th Avenue SW  
Calgary, AB T2P 3H6  
1-800-497-7614

### Our Partners

Field Safe has partnered with leading organizations to help our clients drive an enterprise wide safety culture:

