OnSite

MODULE DATASHEET · B ONSITE

Subcontractor Portal

Which company is whose subcontractor, how long each site permission is valid and what is about to expire: the subcontractor chain at a glance, expiring permissions in a report of their own.

Site permission | Subcontractor tree | Expiring permissions | Documents

Who it is for: site manager, project manager, safety officer
What it shows: the portal document list, how permissions and the subcontractor tree work, and the roles
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Portal and site permissions

Documents in the portal

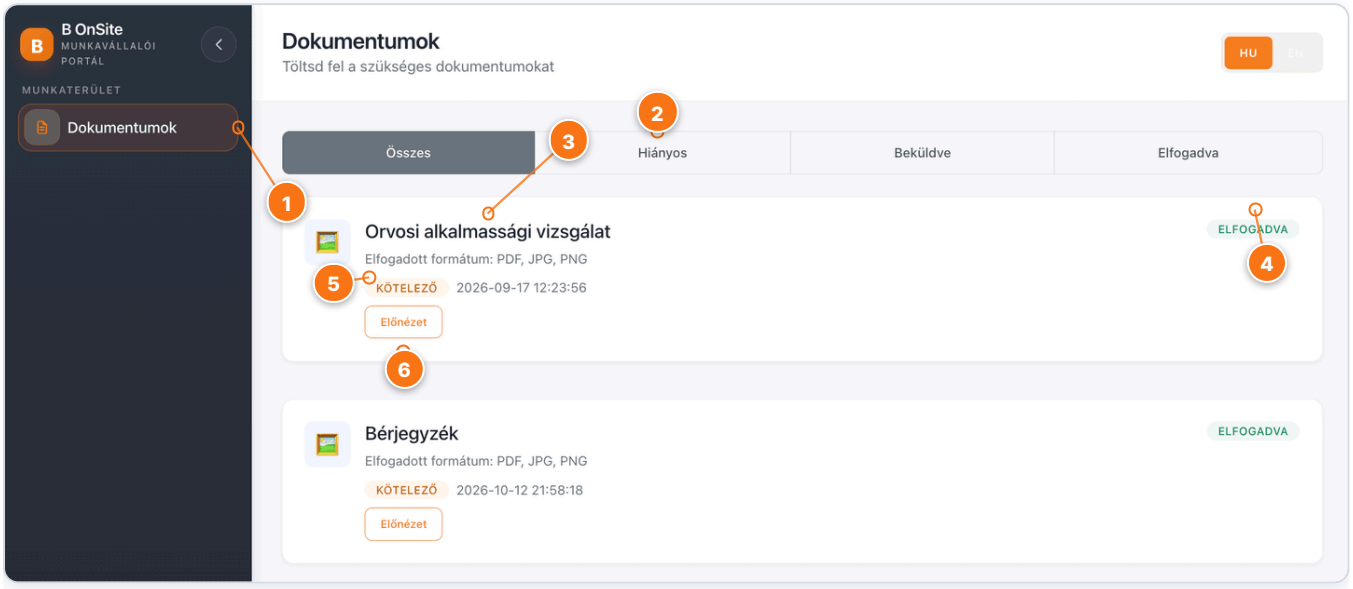
The subcontractor's workers upload the requested documents in the portal. The list statuses are Hiányos (Missing), Beküldve (Submitted), Elfogadva (Accepted).

Site permission with expiry

You enter an expiry date for the site permission. You can extend or revoke the permission.

Subcontractor tree

You see who is whose subcontractor, per site, up to 10 levels deep.



1. **Dokumentumok (Documents) menu**: the portal workspace
2. **Status tabs**: Összes (All), Hiányos (Missing), Beküldve (Submitted), Elfogadva (Accepted)
3. **Document**: name and accepted format
4. **Status**: for example ELFOGADVA (accepted) or BEKÜLDVE (submitted)
5. **Mandatory**: mandatory marker and the time
6. **Előnézet (Preview)**: for the uploaded document

Subcontractor workers use the same Employee Portal as your own employees. The image was made with a demo employee.

Check the Hiányos tab: it shows what still has to be uploaded.

Whose interface is this?

The portal is the interface of the subcontractor's **workers**: they see the missing documents that follow from the licence's document types and upload them. It is the worker's own document list.

Screenshots come from the demo licence interface; the companies and names in them are fictitious.

From the permission to the expiry report

1. **Documents in the portal**
   The subcontractor's workers upload the missing documents in the portal.
2. **Site permission with expiry**
   You enter an expiry date for the site permission.
3. **Subcontractor tree**
   You see who is whose subcontractor.
4. **Expiring permissions report**
   You follow expiring permissions in a report of their own.

What do you get?

Extension and revocation
From the report you can extend or revoke a permission that is about to expire.

Expiring documents per company
A separate report lists the expiring documents, per company.

Subcontractor tree report
In the Reports menu you view the subcontractor tree per site.

Who does what

Subcontractor worker
portal

- Logs in to the portal
- Uploads the requested documents

Permission manager
site permission

- Grants the permission with an expiry date
- Extends or revokes it

Report viewer
overview

- Views the subcontractor tree
- Follows the expiring permissions report

The above is the typical split. Roles are set per function inside the module.

How does it connect to other modules?

Reports
The subcontractor tree and the expiring permissions report are in the Reports menu.

Occupational Safety
There you see the expiring documents filtered by site, company and document.

See it in action

Request an online demo of the Subcontractor Portal module, run with your own site processes.

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Permission
with an expiry date

10 levels
depth of the subcontractor tree

Report
on expiring permissions

Portal
with worker login