

MOM WSH eServices

User Guide – Submit SS651 Audit Finding Report (SysSASS) eServices

Version 2.3

REVISION HISTORY

Version	Effective Date	SUMMARY OF CHANGES	Remarks
1.0	05/02/2015		
2.0	05/06/2015		
2.1	14/12/2017	Revised guide document of SysSASS eServices.	
2.2	31/08/2018	Remove SingPass login with CorpPass User Login	Enhance Login
2.3	11/03/2022	Revised guide document to replace SS506 part 3 with SS651	

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1. SUBMIT SS651 AUDIT FINDINGS REPORT (SysSASS) eServices

1.1 Steps to access SysSASS eServices.

1.1.1 Go to www.mom.gov.sg. Fill in 'SS651 AUDIT' and Click on [Submit Audit Findings] (Figure 1) the search box, and then click [Search] button (Figure 1).

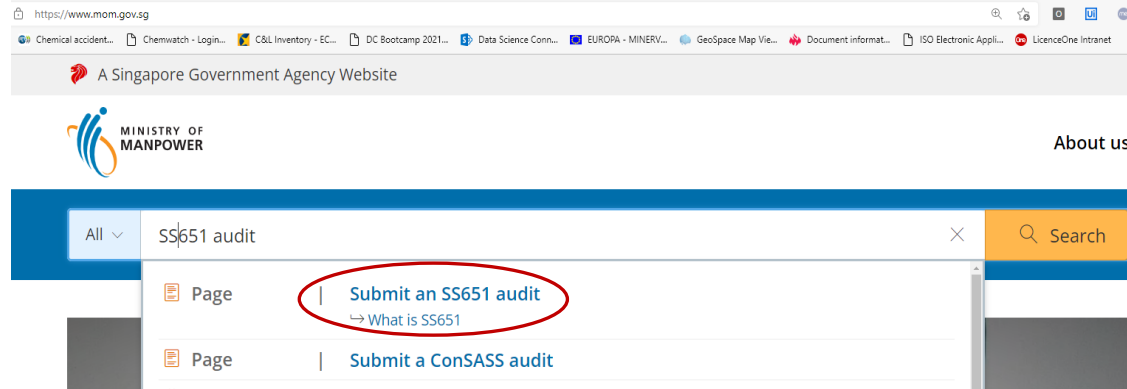


Figure 1

1.1.2 Click the hyperlink on [Submit an SS651 Part 3 audit] (Figure 2).

MENU [Home](#) > [Workplace safety and health](#) > [Safety and health ma...](#) >

Submit an SS651 audit

Certain companies need to submit their workplace's safety and health management system (SHMS) audit findings based on SS651.

At a glance

Who are those companies	<ul style="list-style-type: none"> Factory that processes or manufactures petroleum, petroleum products, petrochemicals or petrochemical products. Premises that stores toxic or flammable liquids at a storage capacity of 5,000 or more cubic metres. Factory manufacturing fluorine, chlorine, hydrogen fluoride, carbon monoxide and synthetic polymers. Factory manufacturing pharmaceutical products or their intermediates. Factory manufacturing semiconductor wafers.
Who can submit	<ul style="list-style-type: none"> Company eService user Approved personnel of Workplace Safety and Health Auditing Organisation
When to submit	Every 24 months
Related eServices	Submit and retrieve SS651 audit

Figure 2

1.1.3 You will then be redirected to [Submit and retrieve SS651 Audit] landing page, and then click [Log in to WSH eServices] button (Figure 3).

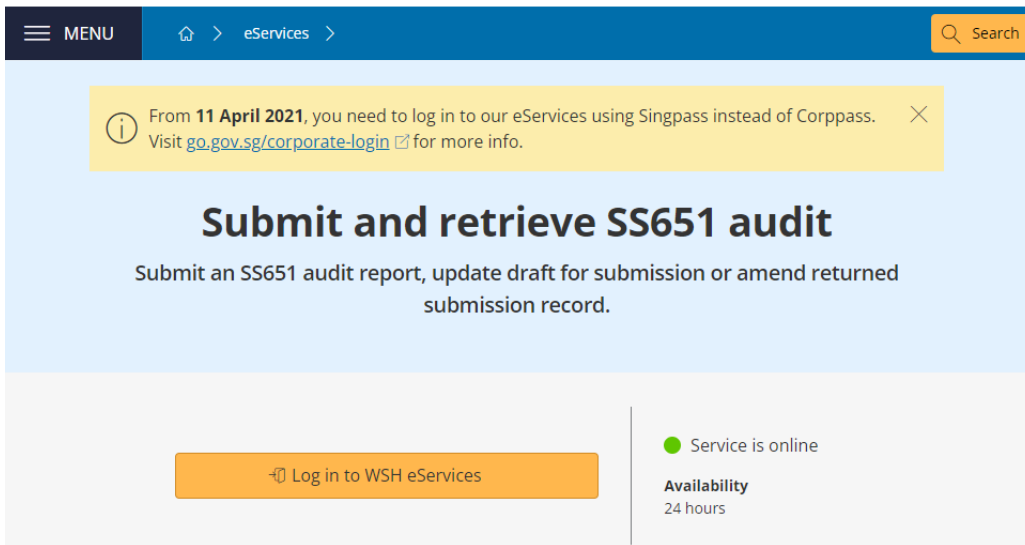


Figure 3

1.1.4 You will be redirected to [CorpPASS] page (Figure 4).

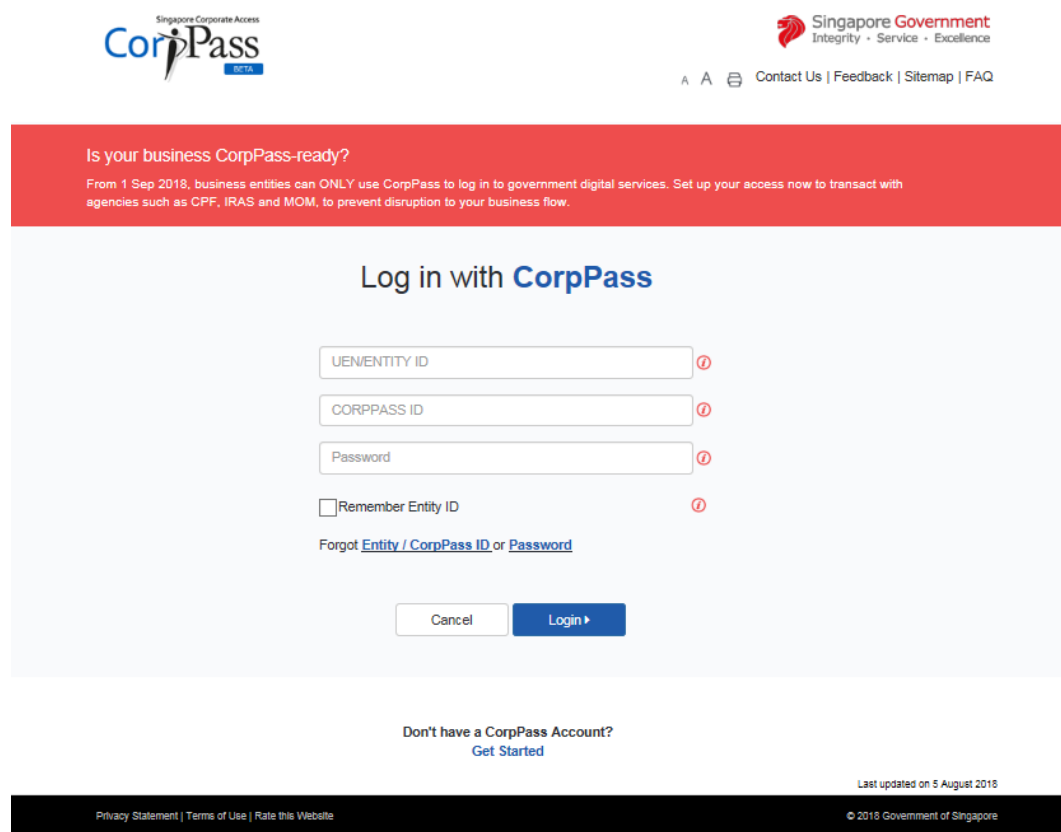


Figure 4

Note:

Using Auditor login (registered as CorpPass User) will see all ConSASS report's status in Draft, Submitted, and Rejected for resubmissions for his/her auditors under the WSHAO.

Using WSHAO login (registered as WSHAO's UEN CorpPass Admin) will see all ConSASS report's status in Draft, Submitted, and Rejected for resubmissions for all auditors under the WSHAO.

Using Occupier login (registered as Occupier's UEN CorpPass User or CorpPass Admin) will see all ConSASS Drafts and Submissions made for the Occupier.

1.2 eService Login**1.2.1 Auditor Dashboard.**

1.2.1.1 You will be redirected to [\[CorpPASS\]](#) page (Figure 5).

1.2.1.2 Fill in [\[UEN/ENTITY ID\]](#) , [\[CORPPASS ID\]](#) and [\[Password\]](#), and then click [\[Login\]](#) button (Figure 5).

Note:

Using Auditor login (registered as CorpPass User) will see all ConSass report's status in Draft, Submitted, and Rejected for resubmissions for his/her auditors under the WSHAO.

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Is your business CorpPass-ready?
From 1 Sep 2018, business entities can ONLY use CorpPass to log in to government digital services. Set up your access now to transact with agencies such as CPF, IRAS and MOM, to prevent disruption to your business flow.

Log in with **CorpPass**

UEN/ENTITY ID

CORPPASS ID

Password

Remember Entity ID

Forgot [Entity / CorpPass ID](#) or [Password](#)

Cancel Login ▶

Don't have a CorpPass Account?
[Get Started](#)

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Figure 5

1.2.1.3 User will be navigated to [Auditor Dashboard] if Auditor logins (Figure 6).



Create report

Use search filters for faster results

UEN Workplace No. Occupier Name

Workplace Address Postal Code

Draft Rejected Submitted

Search

Draft Submissions List

43 items | Page 1 2 3 4 5 >

SNo.	Report Reference No.	UEN	Workplace No.	Occupier Name	Report Type	Action
1	1656	00022100K	00022100K0001	A Y ABDUL RAHIMAN	SYSTEM_SAFETY	EDIT
2	1655	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
3	1637	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
4	1576	199508859K	199508859K0001	A & G INDUSTRIAL GAS TRADING PTE LTD	SYSTEM_SAFETY	EDIT
5	1572	198901084M	198901084M0001	A & B FILMS PTE LTD	SYSTEM_SAFETY	EDIT

Rejected Reports for Resubmission

1 items | Page 1

SNo.	Report Reference No.	Workplace No.	Occupier Name	Report Type	Action
1	1069	198104180D0003	TUNG HAI RESTAURANT PTE LTD	SYSTEM_SAFETY	EDIT

Submitted Reports List

16 items | Page 1 2 3 4 >

SNo.	Report Reference No.	Workplace No.	Occupier Name	Workplace Address	Application Status
1	1740	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	PENDING
2	1738	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	ACCEPTED
3	1669	39005400C0002	K & A PACKAGING INDUSTRIES	55 AYER RAJAH CRESCENT, # 02-25/26	ACCEPTED
4	1650	198901084M0001	A & B FILMS PTE LTD	5 KIM CHUAN TERRACE	PENDING
5	1649	00022100K0001	A Y ABDUL RAHIMAN	5 ANG MO KIO STREET 62 #- NCS HUB SINGAPORE 569141	PENDING

Figure 6

1.2.2 WSHAO and Occupier Representative Dashboard

1.2.2.1 You will be redirected to [\[CorpPass\]](#) page (Figure 7).

1.2.2.2 Fill in [\[UEN/ENTITY ID\]](#), [\[CORPPASS ID\]](#) and [\[Password\]](#), and then click [\[Login\]](#) button (Figure 7).

Note:

Using WSHAO login (registered as WSHAO's UEN CorpPASS Admin) will see all ConSASS report's status in Draft, Submitted, and Rejected for resubmissions for all auditors under the WSHAO.

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Is your business CorpPass-ready?
From 1 Sep 2018, business entities can ONLY use CorpPass to log in to government digital services. Set up your access now to transact with agencies such as CPF, IRAS and MOM, to prevent disruption to your business flow.

Log in with CorpPass

UEN/ENTITY ID

CORPPASS ID

Password

Remember Entity ID

Forgot [Entity / CorpPass ID](#) or [Password](#)

Cancel Login

Don't have a CorpPass Account?
[Get Started](#)

Last updated on 5 August 2018

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Figure 7

1.2.2.3 For WSHAO login the system will be navigated to [\[Auditor Dashboard\]](#) (Figure 8).

Draft Submissions List

43 items | Page 1 2 3 4 5 >

SNo.	Report Reference No.	UEN	Workplace No.	Occupier Name	Report Type	Action
1	1656	00022100K	00022100K0001	A Y ABDUL RAHIMAN	SYSTEM_SAFETY	EDIT
2	1655	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
3	1637	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
4	1576	199508859K	199508859K0001	A & G INDUSTRIAL GAS TRADING PTE LTD	SYSTEM_SAFETY	EDIT
5	1572	198901084M	198901084M0001	A & B FILMS PTE LTD	SYSTEM_SAFETY	EDIT

Rejected Reports for Resubmission

1 items | Page 1

SNo.	Report Reference No.	Workplace No.	Occupier Name	Report Type	Action
1	1069	198104180D0003	TUNG HAI RESTAURANT PTE LTD	SYSTEM_SAFETY	EDIT

Submitted Reports List

16 items | Page 1 2 3 4 >

SNo.	Report Reference No.	Workplace No.	Occupier Name	Workplace Address	Application Status
1	1740	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	PENDING
2	1738	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	ACCEPTED
3	1669	39005400C0002	K & A PACKAGING INDUSTRIES	55 AYER RAJAH CRESCENT,# 02-25/26	ACCEPTED
4	1650	198901084M0001	A & B FILMS PTE LTD	5 KIM CHUAN TERRACE	PENDING
5	1649	00022100K0001	A Y ABDUL RAHIMAN	5 ANG MO KIO STREET 62 #- NCS HUB SINGAPORE 569141	PENDING

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Figure 8

1.2.2.4 For Occupier Representative Login the system will be navigated to [\[Auditor Dashboard\]](#) (Figure 9).

Note:

Using Occupier login (registered as Occupier’s UEN CorpPASS User or CorpPASS Admin) will see all ConSASS Drafts and Submissions made for the Occupier.

System Safety Audit Scoring System
xiuhua [Logout](#)

+ Create report

Use search filters for faster results

Draft
 Rejected
 Submitted

Search

Draft Submissions List

43 items | Page 1 2 3 4 5 >

SNo.	Report Reference No.	UEN	Workplace No.	Occupier Name	Report Type	Action
1	1656	00022100K	00022100K0001	A Y ABDUL RAHIMAN	SYSTEM_SAFETY	EDIT
2	1655	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
3	1637	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
4	1576	199508859K	199508859K0001	A & G INDUSTRIAL GAS TRADING PTE LTD	SYSTEM_SAFETY	EDIT
5	1572	198901084M	198901084M0001	A & B FILMS PTE LTD	SYSTEM_SAFETY	EDIT

Rejected Reports for Resubmission

1 items | Page 1

SNo.	Report Reference No.	Workplace No.	Occupier Name	Report Type	Action
1	1069	198104180D0003	TUNG HAI RESTAURANT PTE LTD	SYSTEM_SAFETY	EDIT

Submitted Reports List

16 items | Page 1 2 3 4 > >

SNo.	Report Reference No.	Workplace No.	Occupier Name	Workplace Address	Application Status
1	1740	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	PENDING
2	1738	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	ACCEPTED
3	1669	39005400C0002	K & A PACKAGING INDUSTRIES	55 AYER RAJAH CRESCENT, # 02-25/26	ACCEPTED
4	1650	198901084M0001	A & B FILMS PTE LTD	5 KIM CHUAN TERRACE	PENDING
5	1649	00022100K0001	A Y ABDUL RAHIMAN	5 ANG MO KIO STREET 62 #- NCS HUB SINGAPORE 569141	PENDING

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Figure 9

1.3 Create Report.

1.3.1 Click [\[Create Report\]](#) to submit new report (Figure 10).

The screenshot shows the top navigation bar with the Ministry of Manpower logo and Singapore Government branding. The main header is 'System Safety Audit Scoring System' with a user name 'xiuhua' and a 'Logout' button. A 'Create report' button is circled in red. Below is a search filter section with fields for UEN, Workplace No., Occupier Name, Workplace Address, and Postal Code. There are radio buttons for 'Draft', 'Rejected', and 'Submitted' status, and a 'Search' button.

Figure 10

1.3.2 Filter the Workplace using UEN or Workplace No. or Occupier Name or Workplace Address or Postal Code (Figure 11)

The screenshot shows the 'SS506 Part 1/Part 3 Audit Finding Submission Workplace List' search interface. At the top, there are logos for the Ministry of Manpower and Singapore Government. Below the navigation bar, the search filters are displayed in a light blue box. The filters include: UEN, Workplace No. (with '198901084M0001' entered and circled in red), Occupier Name, Workplace Address, and Postal Code. A yellow 'Search' button is also circled in red.

Figure 11

1.3.3 Click on [Workplace No] link to start submitting the report (Figure 12)

The screenshot shows the search results page for the same system. The search filters are identical to Figure 11. Below the filters, there is a table with one item. The 'Workplace No.' in the table is circled in red.

SNo.	UEN	Workplace No.	Occupier Name	Workplace Address
1	198901084M	198901084M0001	A & B FILMS PTE LTD	5 KIM CHUAN TERRACE

Figure 12

1.3.4 Click the button [Continue] system will load the workplace details (Figure 13).

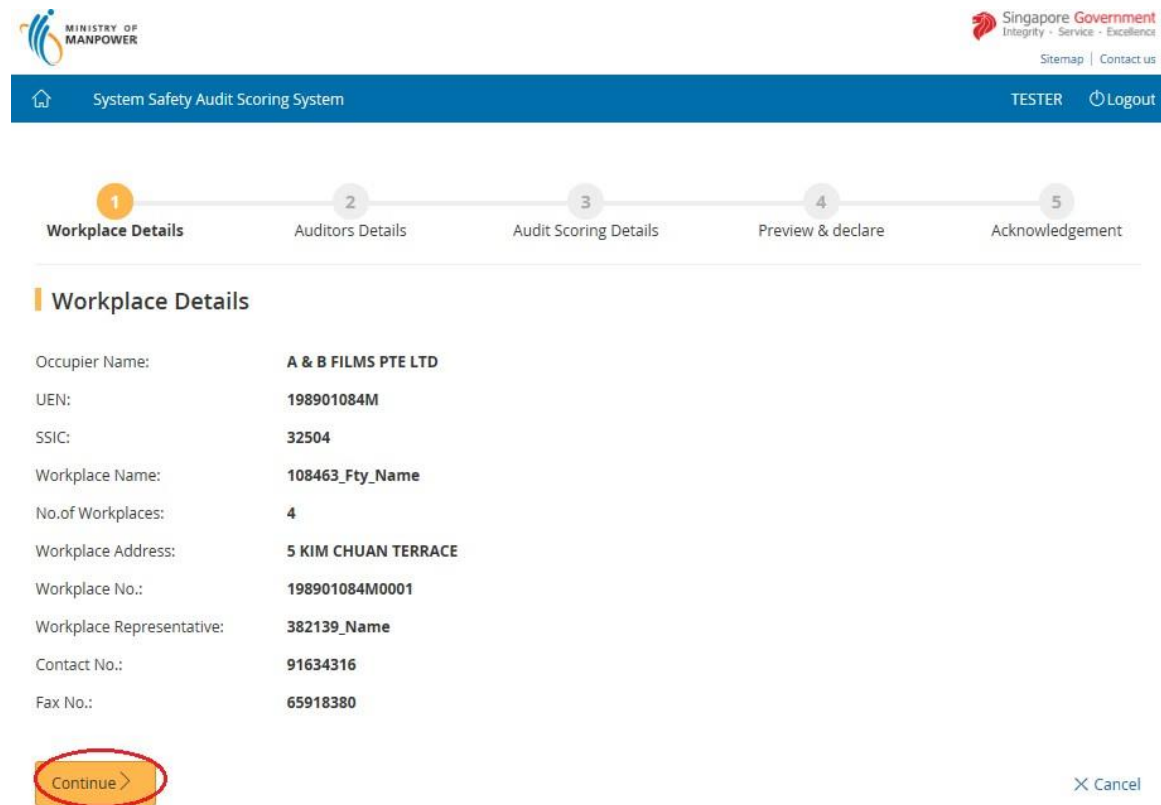
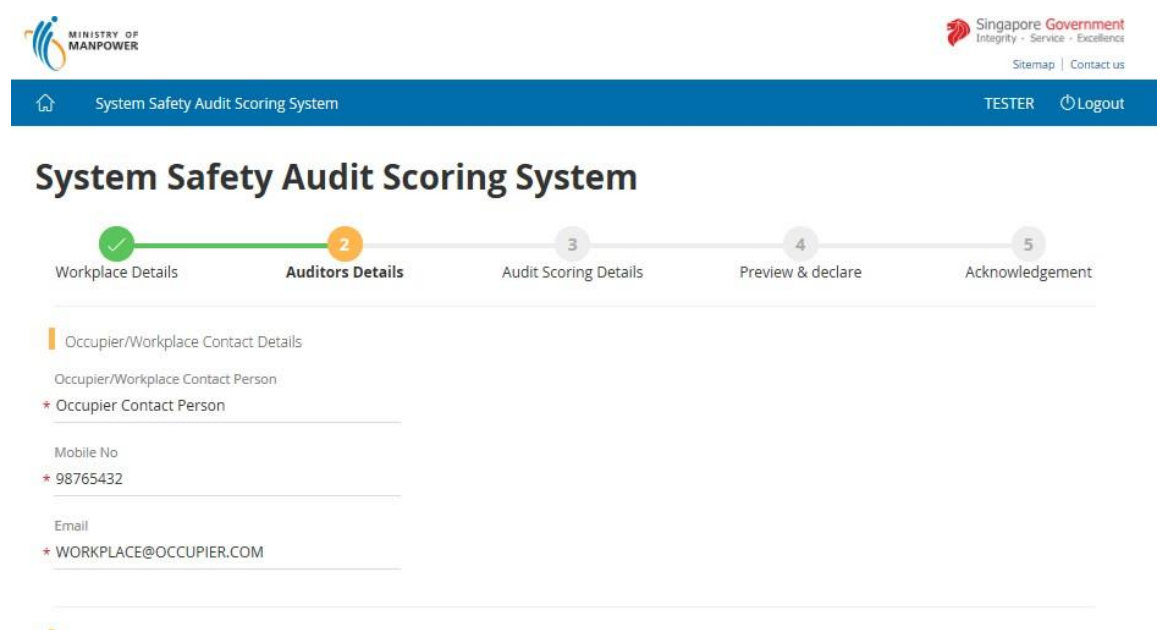


Figure 13

1.3.5 Provide the Occupier/Workplace Contact details and Auditors Details and Click the button on [Continue] (Figure 14).




Lead Auditor

Auditor Name
* LEAD AUDITOR

NRIC/FIN No.
* S1234567D

Mobile No
* 87654321

Email
* AUDITOR@AUDIT.COM

Audit Date
* 03/01/2018 

Auditor 1

Auditor Name

NRIC/FIN No.

Mobile No

Email

[Add !\[\]\(59a42914e5dec4e6d718145d372b10b4_img.jpg\)](#)

[Back](#) [Continue >](#) [Save As Draft](#) [X Cancel](#)

Figure 14

1.3.6 Provide the Scorecard entries (Figure 15)

System Safety Audit Scoring System eServices Logout

System Safety Audit Scoring System

Progress: 1. Workplace Details (✓) 2. Auditors Details (✓) 3. **Audit Scoring Details** (3) 4. Preview & declare (4) 5. Acknowledgement (5)

Audit Details

Element No	System Element	Band I	Band II	Band III	Band IV
1	OSH Policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	Planning for hazard identification, risk assessment and risk control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Legal and other requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	OSH Management Programme(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	Structure and responsibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	Training, awareness and competence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Consultation and communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Document and data control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Operational control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Emergency preparedness and response	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Performance measurement and monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	Accidents, incidents, non-conformances and corrective and preventive action	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	Records and records management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Audit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Management review	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Check here to skip score card entries

Figure 15

1.3.7 Upload supporting documents followed by click on [Continue button].

Upload Supporting Documents

Upload Supporting Documents

Select a file from your computer
Documents uploading should be less than 2MB

Back Continue > Save As Draft X Cancel

Figure 16

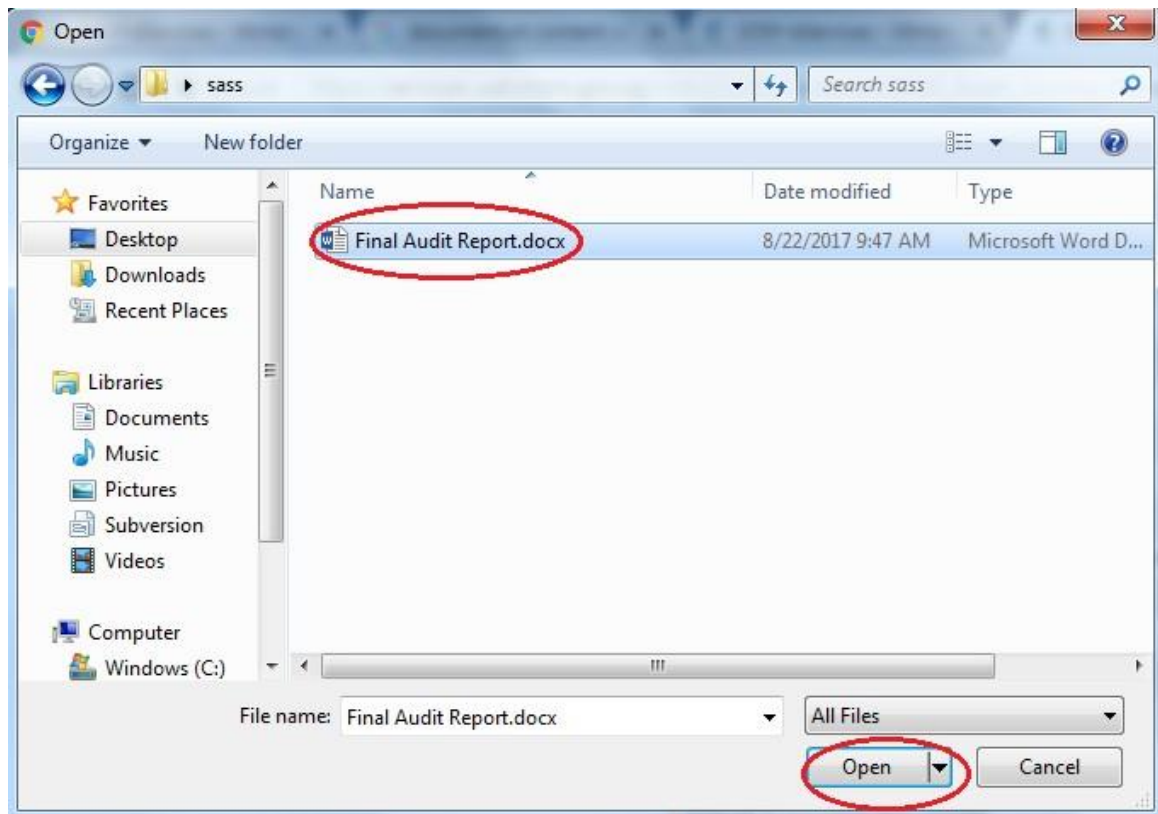


Figure 17

Select the Document Type as [\[SHMS Documents\]](#) if you are submitting SS651 findings report as shown in Figure 18.

Upload Supporting Documents

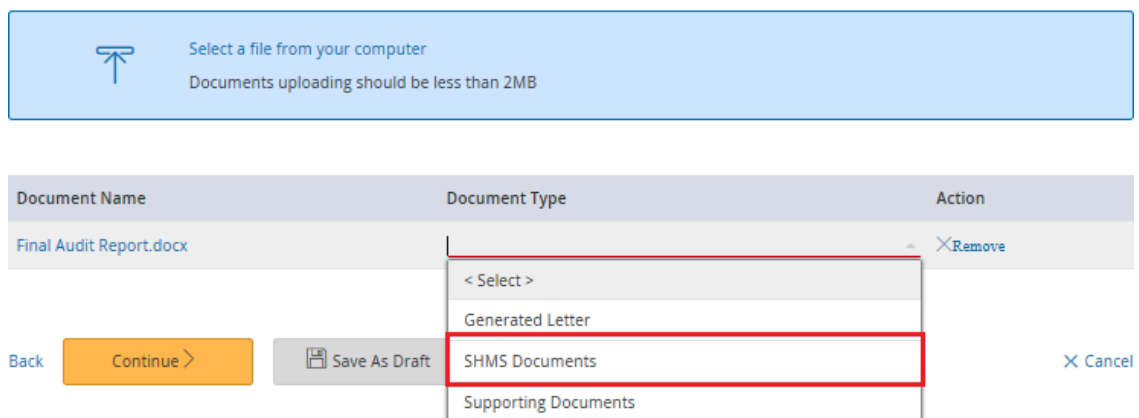



Figure 18

Click on [\[Continue\]](#) button, (Figure 19)

Upload Supporting Documents

 Select a file from your computer
Documents uploading should be less than 2MB

Document Name	Document Type	Action
Final Audit Report.docx	SHMS Documents	X Remove

Back Continue > Save As Draft X Cancel

Figure 19

1.3.8 Preview and Declare (Figure 20)




System Safety Audit Scoring System
TESTER [Logout](#)

System Safety Audit Report



Workplace Details

Occupier Name:	A & B FILMS PTE LTD
UEN:	198901084M
SSIC:	32504
Workplace Name:	108463_Fty_Name
No.of Workplaces:	4
Workplace Address:	5 KIM CHUAN TERRACE
Workplace No.:	198901084M0001
Workplace Representative:	382139_Name
Contact No.:	91634316
Fax No.:	65918380

Occupier/Workplace Contact Details [Edit](#)

Occupier/Workplace Contact Person **Occupier Contact Person**
 Mobile No **98765432**
 Email **WORKPLACE@OCCUPIER.COM**

Lead Auditor [Edit](#)

Auditor Name **LEAD AUDITOR**
 NRIC/FIN No. **S1234567D**
 Mobile No **87654321**
 Email **AUDITOR@AUDIT.COM**
 Audit Date **03/01/2018**

Audit Details [Edit](#)


Element No	System Element	Band I	Band II	Band III	Band IV
1	OSH Policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	Planning for hazard identification, risk assessment and risk control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Legal and other requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	OSH Management Programme(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	Structure and responsibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	Training, awareness and competence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Consultation and communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Document and data control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Operational control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Emergency preparedness and response	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Performance measurement and monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	Accidents, incidents, non-conformances and corrective and preventive action	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	Records and records management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Audit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Management review	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

*) ScoreCard Entries have been skipped

Figure 20

1.3.9 Select the declaration [\[Check box\]](#) and Click the button [\[Submit\]](#) , page (Figure 21), system will navigate to [\[Acknowledgement\]](#) page (Figure 22).

Upload Supporting Documents [Edit](#)


Select a file from your computer
Documents uploading should be less than 2MB

Document Name	Document Type	Action
Final Audit Report.doc	SHMS Documents	Remove

Declaration

I hereby certify that the information given in this submission is true and correct to the best of my knowledge.

[Back](#)
Submit >
Save As Draft
[Cancel](#)

Figure 21





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System Safety Audit Scoring System
TESTER [Logout](#)



Acknowledgment [Print](#)

Thank you for your report

Date Submitted	1/16/2018 5:16:46 PM
Report Reference Number	1770

Go to Homepage >

Figure 22

1.3.10 Click the button on [\[Back to Dashboard\]](#), system will navigate to [\[SysSASS Dashboard\]](#) (Figure 6).

1.4 Save as Draft Report

1.4.1 Click [\[Create Report\]](#) to submit new report (Figure 10).

1.4.2 Filter the Workplace using UEN or Workplace No. or Occupier Name or Workplace Address or Postal Code (Figure 11)

1.4.3 Click on [\[Workplace No\]](#) link to start submitting the report (Figure 12)

1.4.4 Provide the Occupier/Workplace Contact details and Auditors Details and Click the button on [Continue] (Figure 13). Or Click on button on [Save As Draft] (Figure 23)

Auditor 1

Auditor Name

NRIC/FIN No.

Mobile No

Email

Add ⊕

Back Continue > Save As Draft X Cancel

Figure 23

1.4.5 If want to save Auditor details and Scorecard Elements Click on button [Continue] (Figure 19) system will navigate to [Audit Score Details] (Figure 15).

1.4.6 Click the button on [Save As Draft] (Figure 24) to save and navigate to [Acknowledgement Page] (Figure 25).

Upload Supporting Documents

Select a file from your computer
Documents uploading should be less than 2MB


Document Name	Document Type	Action
Upload Report (1).xls	SHMS Documents	Remove

Back Continue > Save As Draft X Cancel

Figure 24



System Safety Audit Report

 **Success**
Your draft Report has been saved successfully.

Draft Saved

Your Draft report has been save successfully, but not submitted yet. You can retrieve the Draft to submit.

Report reference no.: **1667**

[Go to Homepage >](#)

Figure 25

1.4.7 Click the button on [\[Go to Homepage\]](#) (Figure 26) return to [\[SysSASS Dashboard\]](#) (Figure 6).

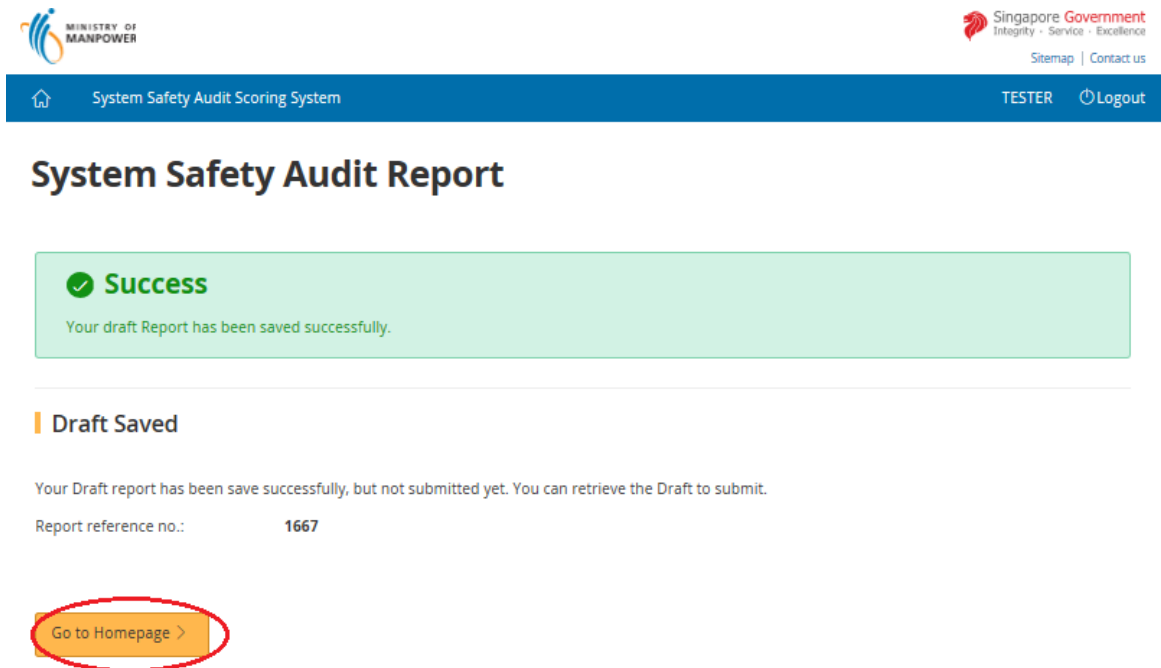
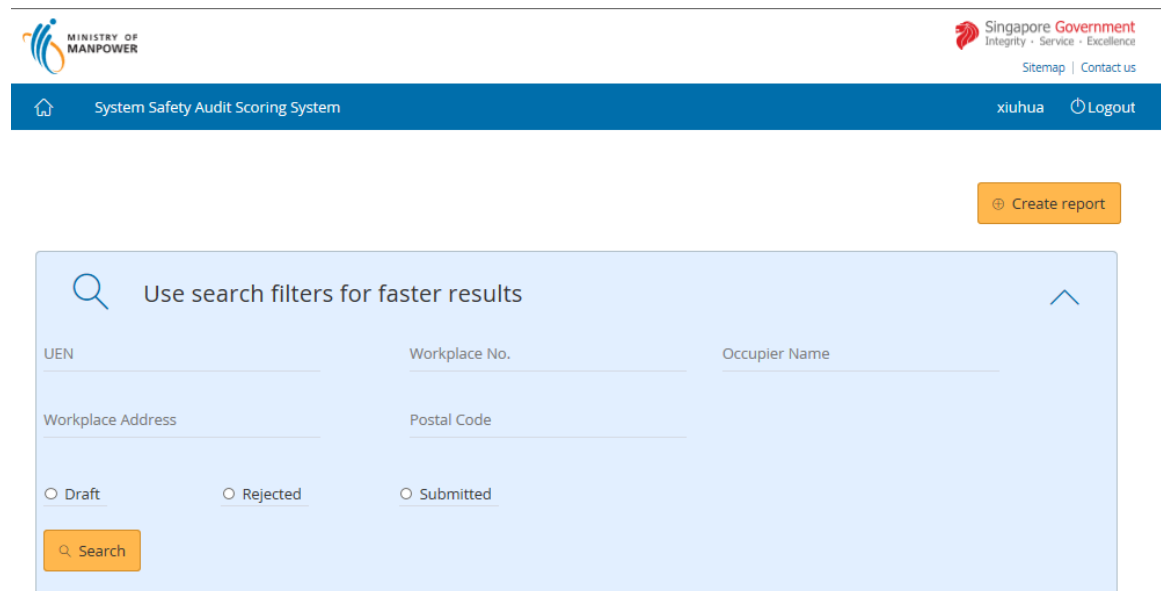


Figure 26

1.5 Submit Draft Report

1.5.1 Click the hyperlink on [\[Edit\]](#), Page (Figure 27) on Dashboard system will navigate to [\[Preview and Declare\]](#) page (Figure 20).



Draft Submissions List

43 items | Page 1 2 3 4 5 >

SNo.	Report Reference No.	UEN	Workplace No.	Occupier Name	Report Type	Action
1	1656	00022100K	00022100K0001	A Y ABDUL RAHIMAN	SYSTEM_SAFETY	EDIT
2	1655	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
3	1637	198001191N	198001191N0002	NCS COLD STORES (S) PTE LTD	SYSTEM_SAFETY	EDIT
4	1576	199508859K	199508859K0001	A & G INDUSTRIAL GAS TRADING PTE LTD	SYSTEM_SAFETY	EDIT
5	1572	198901084M	198901084M0001	A & B FILMS PTE LTD	SYSTEM_SAFETY	EDIT

Figure 27

1.5.2 Click on hyperlink [\[Edit\]](#), Page (Figure 28), to navigate to [\[Auditor\]](#) (Figure 13) or [\[Audit Scoring Details\]](#) (Figure 14).

The screenshot shows the 'System Safety Audit Report' interface. At the top, there are logos for the Ministry of Manpower and Singapore Government. A navigation bar includes a home icon, the system name 'System Safety Audit Scoring System', and user information 'TESTER' and 'Logout'. Below this is a progress bar with five steps: 'Workplace Details' (checked), 'Auditors Details' (checked), 'Audit Scoring Details' (checked), 'Preview & declare' (active), and 'Acknowledgement' (5). The 'Workplace Details' section is expanded, showing the following information:

- Occupier Name: A & B FILMS PTE LTD
- UEN: 198901084M
- SSIC: 32504
- Workplace Name: 108463_Fty_Name
- No.of Workplaces: 4
- Workplace Address: 5 KIM CHUAN TERRACE
- Workplace No.: 198901084M0001
- Workplace Representative: 382139_Name
- Contact No.: 91634316
- Fax No.: 65918380

Occupier/Workplace Contact Details



Occupier/Workplace Contact Person **Occupier Contact Person**

Mobile No **98765432**

Email **WORKPLACE@OCCUPIER.COM**

Lead Auditor



Auditor Name **LEAD AUDITOR**

NRIC/FIN No. **S1234567D**

Mobile No **87654321**

Email **AUDITOR@AUDIT.COM**

Audit Date **03/01/2018**

Audit Details




Element No	System Element	Band I	Band II	Band III	Band IV
1	OSH Policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	Planning for hazard identification, risk assessment and risk control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Legal and other requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	OSH Management Programme(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	Structure and responsibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	Training, awareness and competence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Consultation and communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Document and data control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Operational control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Emergency preparedness and response	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Performance measurement and monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	Accidents, incidents, non-conformances and corrective and preventive action	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	Records and records management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Audit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Management review	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

[Ⓜ] ScoreCard Entries have been skipped

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Figure 28

- 1.5.3 Click on button [\[Continue\]](#) (Figure 19) system will navigate to [\[Preview and Declare Page\]](#) (Figure 20).
- 1.5.4 Click the button on [\[Submit\]](#) (Figure 21) to submit and navigate to [\[Acknowledgement\]](#) (Figure 22).
- 1.5.5 Click the button on [\[Go to Homepage\]](#) to return to [\[SysSASS Dashboard\]](#) (Figure 6).
- 1.6 **Submit Returned Report.**
- 1.6.1 Click the hyperlink on [\[Edit\]](#) or [\[Workplace No\]](#), Page (Figure 29) on Dashboard system will navigate to [\[Preview and Declare\]](#) page (Figure 20).

Rejected Reports for Resubmission

1 items | Page 1

SNo.	Report Reference No.	Workplace No.	Occupier Name	Report Type	Action
1	1069	198104180D0003	TUNG HAI RESTAURANT PTE LTD	SYSTEM_SAFETY	EDIT

Figure 29

- 1.6.2 Click on hyperlink [\[Edit\]](#), Page (Figure 30), to navigate to [\[Auditor\]](#) (Figure 13) or [\[Audit Scoring Details\]](#) (Figure 14).



System Safety Audit Report



Workplace Details

Occupier Name: **A & B FILMS PTE LTD**
 UEN: **198901084M**
 SSIC: **32504**
 Workplace Name: **108463_Fty_Name**
 No. of Workplaces: **4**
 Workplace Address: **5 KIM CHUAN TERRACE**
 Workplace No.: **198901084M0001**
 Workplace Representative: **382139_Name**
 Contact No.: **91634316**
 Fax No.: **65918380**

Occupier/Workplace Contact Details



Occupier/Workplace Contact Person: **Occupier Contact Person**
 Mobile No: **98765432**
 Email: **WORKPLACE@OCCUPIER.COM**

Lead Auditor



Auditor Name: **LEAD AUDITOR**
 NRIC/FIN No.: **S1234567D**
 Mobile No: **87654321**
 Email: **AUDITOR@AUDIT.COM**
 Audit Date: **03/01/2018**

Audit Details


[Edit](#)

Element No	System Element	Band I	Band II	Band III	Band IV
1	OSH Policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	Planning for hazard identification, risk assessment and risk control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Legal and other requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	OSH Management Programme(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	Structure and responsibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	Training, awareness and competence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Consultation and communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Document and data control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Operational control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Emergency preparedness and response	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Performance measurement and monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	Accidents, incidents, non-conformances and corrective and preventive action	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	Records and records management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Audit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Management review	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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Figure 30

- 1.6.3 Click on button [\[Continue\]](#) (Figure 19) system will navigate to [\[Preview and Declare Page\]](#) (Figure 20).
- 1.6.4 Click the button on [\[Submit\]](#) (Figure 31) to submit and navigate to [\[Acknowledgement\]](#) (Figure 22) or click on button [\[Save\]](#) (Figure 31) to navigate to [\[Save Acknowledgement\]](#) (Figure 32)



Figure 31

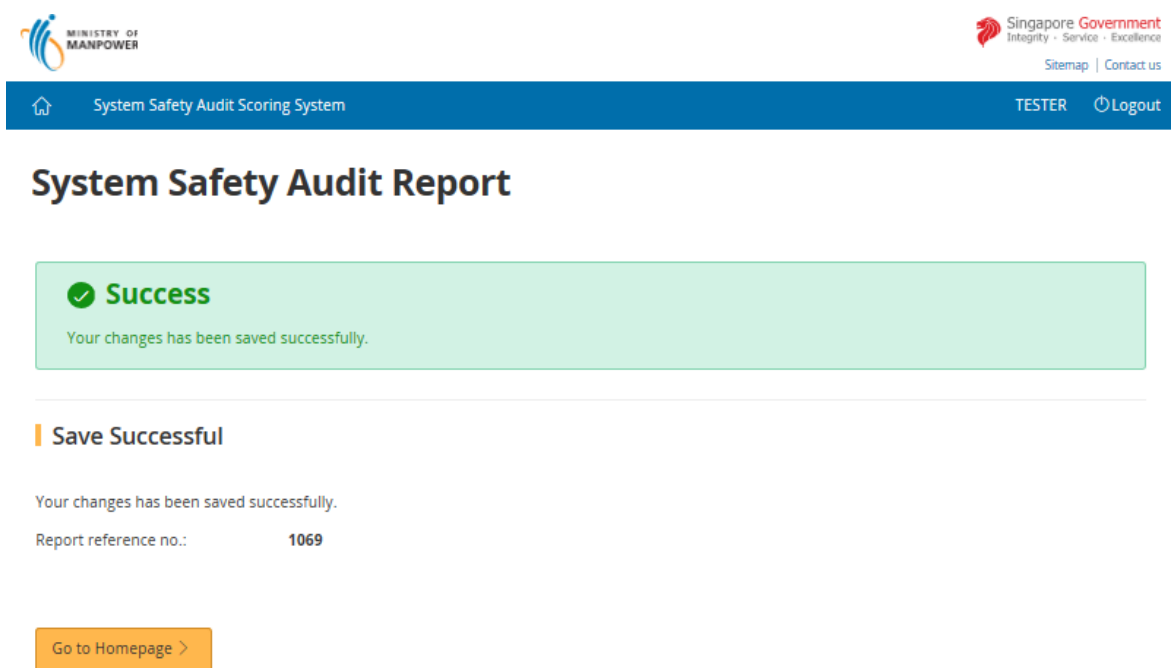


Figure 32

1.6.5 Click the button on [Go to Homepage] (Figure 33) to return to [SysSASS Dashboard] (Figure 6).

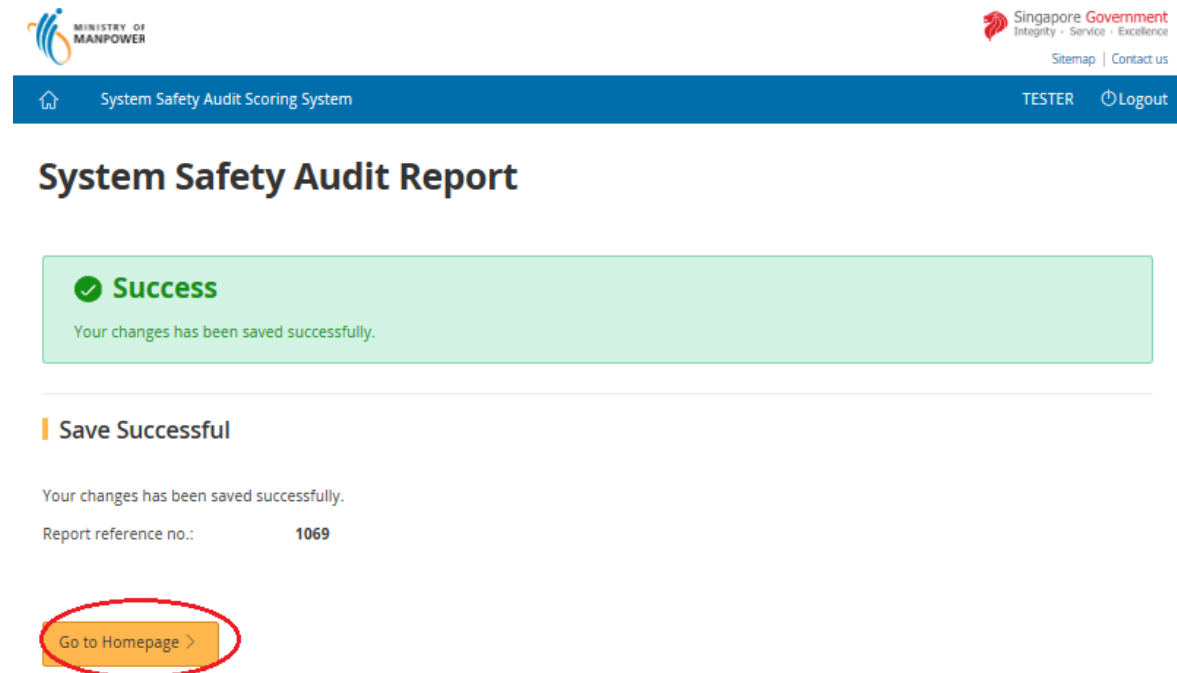


Figure 33

1.7 View Submitted Report.

1.7.1 Click the hyperlink on [Workplace No], Page (Figure 34) on Dashboard system will navigate to [View Submitted Scorecard Screen] page (Figure 35).

Submitted Reports List

16 items | Page 1 2 3 4 > >

SNo.	Report Reference No.	Workplace No.	Occupier Name	Workplace Address	Application Status
1	1740	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	PENDING
2	1738	199004233H0003	H & D CONSTRUCTION & ENGINEERING PTE LTD	22 WOODLANDS LINK #02-11 Singapore 738734	ACCEPTED
3	1669	39005400C0002	K & A PACKAGING INDUSTRIES	55 AYER RAJAH CRESCENT,# 02-25/26	ACCEPTED
4	1650	198901084M0001	A & B FILMS PTE LTD	5 KIM CHUAN TERRACE	PENDING
5	1649	00022100K0001	A Y ABDUL RAHIMAN	5 ANG MO KIO STREET 62 #- NCS HUB SINGAPORE 569141	PENDING

Figure 34

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System Safety Audit Scoring System

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[Logout](#)

System Safety Audit Report

Workplace Details

Occupier Name:	A & B FILMS PTE LTD
UEN:	198901084M
SSIC:	32504
Workplace Name:	108463_Fty_Name
No. of Workplaces:	4
Workplace Address:	5 KIM CHUAN TERRACE
Workplace No.:	198901084M0001
Workplace Representative:	382139_Name
Contact No.:	91634316
Fax No.:	65918380

Occupier/Workplace Contact Details

Occupier/Workplace Contact Person	Occupier Contact Person
Mobile No	98765432
Email	WORKPLACE@OCCUPIER.COM

Lead Auditor

Auditor Name	LEAD AUDITOR
NRIC/FIN No.	S1234567D
Mobile No	87654321
Email	AUDITOR@AUDIT.COM
Audit Date	03/01/2018

Audit Details

Element No	System Element	Band I	Band II	Band III	Band IV
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3	Legal and other requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Objectives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	OSH Management Programme(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	Structure and responsibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	Training, awareness and competence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Consultation and communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Document and data control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Operational control	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Emergency preparedness and response	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Performance measurement and monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	Accidents, incidents, non-conformances and corrective and preventive action	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	Records and records management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Audit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Management review	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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Figure 35

1.7.2 Click the hyperlink on [\[Cancel\]](#), Page (Figure 36) system will navigate to [\[SysSASS Dashboard\]](#) page (Figure 6).

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Document Name	Document Type
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Declaration

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Figure 36