SASSI Web

Australian owned and operated, **SASSI Web** specialises in software services for property owners and managers.

SASSI Web has been growing consistently over the past seven years and now provides a wide range of products and services for customers across Australia.

We specialise in software to help our clients meet their OH&S obligations in relation to contractors providing services at their properties.

All our software products have been developed from the first line of code by our in-house staff.

Our staff have over 40 years' total experience in the software development industry.

Our Vision

To be the preeminent provider of contractor management software services to property owners and managers in Australia.

Mission Statement

We take the time to understand our clients' business, develop intuitive applications designed to meet specific requirements and integrate these with their business processes and systems.

The four foundation principles guiding the delivery of these services are:

- partnership with our clients

- reliability in our services

- innovation in our development

- clarity in our objectives

"Increased business transparency with real time data enhances the efficient management of multiple assets."

We have been developing SASSI over the last 7 years in direct consultation and partnership with major organisations.

We approach every development with a focus on understanding client needs, delivering well-designed solutions and integrate it with current processes and systems. As we have in-house developers, software development is completed from the first line of code.

Our clients include:

- Brookfield
- CBRE
- Clayton Utz
- DEXUS Property Group
- Goodman
- GPT Group
- Hawaiian
- Investa Property Group
- Jones Lang LaSalle
- Reserve Bank of Australia
- William Angliss Institute

Our Products

SASSI

SASSI, stands for **S**ite **A**utomated **S**afety **S**ign **I**n.

SASSI is a contractor management system designed to assist building management to ensure the OH&S compliance of each contractor who provide services on site.

SASSI uses the Software as a Service (SaaS) model, where the system is fully hosted on a website and users can access it from anywhere on the Internet.

Features of SASSI

Compliance:

Building management can specify compliance requirements that contractors must satisfy before their workers can sign in on site. These can include company Public and Property Liability Insurance and Workers' compensation and workers' licences for providing certain services.

Inductions

This feature ensures that all workers are inducted or trained to carry out work at a building. SASSI has an induction/training module enabling the building management or the contractor to create simple or complex inductions based on the presentation of OHS material and an on-line question and answer session.

Safe Work Method Statements (SWMS)

Contractors can create SWMS for their work at a building. They can create them directly on the system using a template or create them off-line and upload them for later use on site. The building management team accepts the SWMS before they can start working at the building. If they do not select an acceptable SWMS they cannot work on site.

Services

For a contractor to be able to work on site the building management will specify what types of services the contractor can provide at their building.

Tenants

There is a facility for tenants to be set up for a building. Using this feature records can be kept of work that contractors have done for a tenant as distinct from work for the base building.

Worker sign in

Workers sign on to buildings principally using a SASSI kiosk. If all the workers compliance requirements are in place and they select an acceptable SWMS the worker can complete their sign-in and a sticker is printed out which they will wear and display.

Worker Sign Out

When the worker signs out they can record any incidents or injuries or risks or hazards that they observed.

Time and Attendance

Built into SASSI is automatic time and attendance recording. The building management can instantly see who is on site, what work they are doing and their SWMS.

Mobile SASSI

For smaller or remote sites, there is a mobile version of SASSI which contractors can sign in using a mobile device such as an iPhone, iPad or other device with internet connection. This uses their GPS location to determine the building where a contractor is signing in. This has all the compliance and other checks that exist when a worker signs into a SASSI Kiosk.

RAP

RAP (Rapid Alert Process) is an event reporting facility which enables building management to:

- report incidents;
- conduct regular inspections;
- record hazards and

SASSI Web Pty Ltd
(ABN 31 045 920 754)

A   11/37 Nicholson Street
     Balmain East   NSW   2041
T   +61 2 8662 9400
F   +61 2 8662 9462
E   support@sassiweb.com.au

- manage contractor's performance on-site
- as soon as the event has occurred.

Features of RAP

RAP is fully integrated with SASSI. Immediate notification is sent to designated staff, where appropriate. The system guides the user through the reporting process. It can be accessed from a variety of mobile devices including iPhones, iPads, Android and other smart phones.

Incidents

Incidents can be reported as soon as they occur using a mobile device. There are alternative actions depending on the user's response to an incident. Incidents are escalated to appropriate staff depending on their severity. This system sends alerts to those who need to be informed or need to take action on the incident. Open incidents appear on the relevant person's dashboard until actioned.

Inspections

Daily inspection tasks are stored in the system. Any items that fail the inspection will be highlighted. A hazard record can be created automatically if as a result of an inspection a hazard is identified.

Hazards

Any hazards that are identified in a building are recorded in the system. If the hazard cannot be eliminated, the system guides the user through a risk assessment process. If works are required to eliminate the hazard these are recorded. Appropriate staff are alerted about the hazard depending on the severity.

Contractor Performance

The purpose of this section is to check that contractors are conducting their tasks in accordance with their SWMS. The system displays a list of contractors who have signed in on SASSI with SWMS and are currently on site. Displayed on the building managers mobile device are the SWMS that the contractor has said they will be using. The staff member can verify that the contractor has put in place all the controls they said they would to mitigate any risks.

Dashboard

There is a dashboard home page that enables a manager to easily track any outstanding items. This is essentially the manager's TODO list. As soon as a report is submitted in RAP it appears on the relevant manager's dashboard instantaneously. The following types of reports will be grouped in the dashboard:

- Reports in progress
- Reports to which they wish to add more information

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- Reports which are scheduled for completion on the day
- Reports which are due to be reviewed e.g. Hazard event report

SASSI Help Desk

The SASSI Help Desk has been specifically designed to meet the needs of building managers and their tenants. It is totally integrated with the other application within SASSI.

Features of SASSI Help Desk

Tenants can create help desk requests on-line

The building management can register all tenants on the system. Once they are registered, tenants can make help desk requests using a simple intuitive web interface. They can request work to be carried out, problems such as faulty facilities or after hours service.

Requests appear immediately on building management's desk top

As soon as the request is saved, an email alert is sent to the relevant building manager and it will appear on their SASSI desktop.

Work requests can be assigned on-line to contractors

The building management can issue a work order to a contractor on an authored list or engage another contactor to do the work.

The status of requests can be viewed from anywhere

In real time the tenant, building management and the contractor can view the status of the request.

Contractors can update work progress on-line

As the work progresses, contractors can update the status in the system, so building management and tenants are kept fully in the loop as well as the contractor's management.

Broadcast notifications

The Help Desk has an email broadcast facility by which notifications can be sent by building management to all tenants, contractors, management employees or selected individuals by email.

Comprehensive reports

There is a comprehensive reporting function, by which users can get information and statistics on all the work requests.