

## Introduction to Compliance

### Building Compliance:

The Quadpro compliance module is a useful tool in managing your site's compliance records. To get started, head to the Quadpro preferences and choose the Building and Space tab from the bottom of the menu. Here you can configure up to ten compliance categories that will appear under your Building records.

**Compliance Custom Fields**

Field Label:	Field Label:
Field 1: 5 Year Fixed Wire	Field 6: Gas Safety Report
Field 2: Emergency Lightir	Field 7: Asbestos Registe
Field 3: Fire Alarm System	Field 8: Lift Inspection & C
Field 4: Fire Risk Assessr	Field 9: Local Exhaust Ven
Field 5: Water Safety, Hygi	Field 10: Air Conditioning S

These compliance categories will then appear in the compliance area of each building, Not all of these categories will apply to every building, in this instance you can toggle categories depending on where they are applicable. The set currently shown below is the default set defined by Quadpro.

Compliance Dates			
Compliance	Status	Due Date	Used
5 Year Fixed Wire Electrical Testing Certificate	●	27/10/2023	<input checked="" type="checkbox"/>
Emergency Lighting Inspection	●	27/10/2023	<input checked="" type="checkbox"/>
Fire Alarm System Inspection Certificate	●	27/10/2023	<input checked="" type="checkbox"/>
Fire Risk Assessment	●	27/10/2023	<input checked="" type="checkbox"/>
Water Safety, Hygiene & Legionella	●	27/10/2023	<input checked="" type="checkbox"/>
Gas Safety Report			<input type="checkbox"/>
Asbestos Register			<input type="checkbox"/>
Lift Inspection & Certificate			<input type="checkbox"/>

Quadpro RAG marker system offers a quick guide to the status of each compliance category. RED signals an overdue category, AMBER that this category is due in the next two months, and GREEN that the category is not due for review within the next two months. These markers appear alongside records in an easy to read list so you can identify where action is needed to be taken.

Compliance Dates			
Compliance	Status	Due Date	Used
5 Year Fixed Wire Electrical Testing Certificate	●	27/10/2023	<input checked="" type="checkbox"/>
Emergency Lighting Inspection	●	27/10/2019	<input checked="" type="checkbox"/>
Fire Alarm System Inspection Certificate	●	27/12/2020	<input checked="" type="checkbox"/>

## Asset Compliance:

Asset Compliance is an important feature of the Quadpro system. You can mark specific assets as a compliance-related type and these will then be tracked via our compliance RAG marker system. Asset Maintenance records can be set up in advance to ensure that maintenance teams are prepared and able to service an asset when required to.

☒ **Compliance Related Asset**

**Comp. Type**

**Amber Days**