



## COMPLIANCE

# HSEC Online<sup>®</sup> Additional Modules



Digitally broadcast notifications to your employees, your vendors or even a selected subgroup using the **HSEC Online<sup>®</sup> Notifications Module**

## Notifications Module

The HSEC Online<sup>®</sup> **Notifications Module** enables you to digitally broadcast notifications to your employees, your vendors, or even a selected subgroup of recipients based on a specific department, within a specific area or with a specific risk level. Recipients can also reply via the HSEC Online<sup>®</sup> Notifications Module, confirming receipt of notification and supplying proof by uploading an attachment or by completing a survey.

The Notifications interface allows you to see exactly how the notification will be displayed to recipients – allowing you to easily include attachments, images, emojis and a variety of fonts and text colours to line up to your corporate identity.

Create configurable surveys for your recipients to complete. The surveys will require them to select answers from your defined options or provide text answers to your questions. Recipients can also upload attachments that you can then download when reviewing survey results.

- ✓ Set a notification as Priority 1 – if this is unchecked, the recipient will simply see a black pop up and a red envelope with a count of their unread notifications. If you set a notification as Priority 1, they will see a red pop up on each page which will only disappear if they read and acknowledge the message.
- ✓ Maintain notifications screen allows you to search for specific notifications that you have created and manage these notifications. Search for keywords, created date, published date, due date or expiry date, and easily activate or deactivate existing notifications.
- ✓ Download an Excel report of the notification details to see exactly who has read the notification, who has acknowledged it, if the recipient has completed a survey and if the recipient has loaded an attachment.

Don't be reactive, get proactive with HSEC Online<sup>®</sup>

