

WebReq Questionnaires

This module provides the flexibility to easily and quickly create unique forms and questionnaires enabling the capture and storage of information which can be linked to;

- Service Logs and Property used within the WebReq Facilities Management module;
- Purposes (sites or jobs) used within the WebReq Incident module and
- Suppliers;

Paper based reporting can be eliminated. **Questionnaires** can be used in a wide range of areas for example Service Delivery, Quality Management, and Health & Safety to name a few.

Easy to use new forms and questionnaires can be created on demand with format options including mandatory response fields, date selection via pop up calendars, drop down lists, true and false selection and free text responses.

Analysis of responses can be conducted based on a wide range of search criteria which will enable you to quickly identify any trends and common causes of issues.

My Menu	Vehicle Safety Inspection Checklist	Select report	Print
Questionnaire	Vehicle Safety Inspection Checklist		
Questionnaire for	<input checked="" type="radio"/> Purpose		
Host Code	Maintenance system orders	Purpose	FM000034
Purpose Code	FM000034		
Purpose Description	33 Falls Road WENTWORTH FALLS		

Vehicle Safety Inspection Checklist

The following questions must be completed prior to using the assigned Company vehicle

Name of Driver	Trevor Smith
Drivers Position	Project Manager
Licence Number	FL23456
Vehicle Registration	DM43LM
Insurance Policy	NRMA - Company Policy
Date of Inspection	11/04/2016

Daily Check for Company Vehicles

Lights, the following has been checked;

Head Lights are operational and visable	True <input checked="" type="radio"/> False <input type="radio"/>
Parking Lights are operational and visable	True <input type="radio"/> False <input checked="" type="radio"/>
Action To Be Taken	Left Rear Parking light not working

Indicators/Blinkers, the following has been checked;

Hazard Lights are operational and visable	True <input checked="" type="radio"/> False <input type="radio"/>
Brake lights are operational and visable	True <input checked="" type="radio"/> False <input type="radio"/>
Reverse lights are operational and visable	True <input checked="" type="radio"/> False <input type="radio"/>
Action To Be Taken	

Brakes and Warnings, the following has been checked;

Handbrake is operational	True <input checked="" type="radio"/> False <input type="radio"/>
Brake pedal is firm	True <input checked="" type="radio"/> False <input type="radio"/>
Horn is operational	True <input checked="" type="radio"/> False <input type="radio"/>
Action To Be Taken	

Exterior, the following has been checked;

Windscreen is in good order and clean	True <input type="radio"/> False <input checked="" type="radio"/>
Windscreen wipers in good order and operational	True <input type="radio"/> False <input type="radio"/>
Tyres tread checked for wear	True <input type="radio"/> False <input type="radio"/>

Key Benefits of WebReq's Questionnaires module:

- Quick and easy to learn
- Roll out new forms with ease
- Eliminates paperwork
- Employees and Contractors can quickly and easily report incidents and or issues
- Can be used anywhere, anytime
- Highly flexible data analysis capability
- Monitor compliance and service delivery
- Improved Risk Management

For more information, please visit www.webreq.com.au or email us at sales@webreq.com.au

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