

By using the goal section within SafetyNet, you can begin to identify exceptions to your success criteria and monitor your implementation progress.

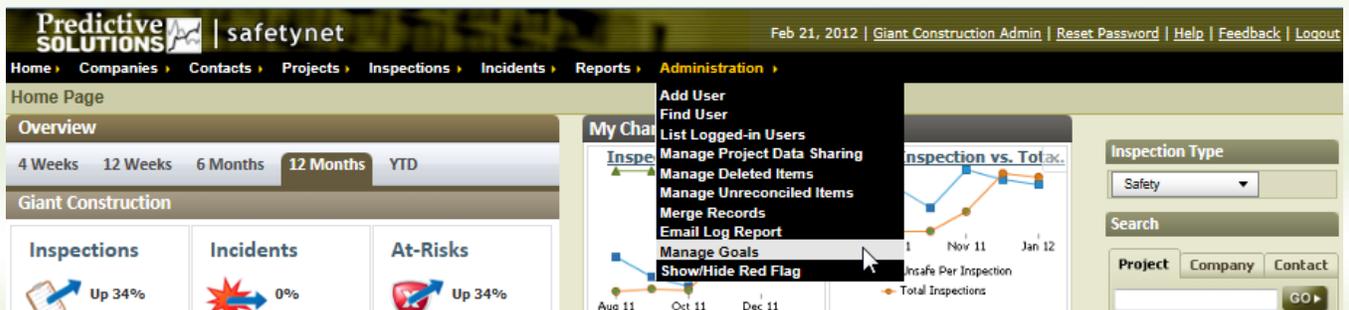
This User Guide will describe the steps you can take to access the goal section, add goals, find a goal, and view alerts.

### Covered Topics:

- Set Goals using 17 different Metrics
- Use specific Contact, Location, or Company Criteria
- Be Alerted on Dashboard and Email
  - *Similar to Life Threat Notifications*
- Quickly identify strengths and weaknesses

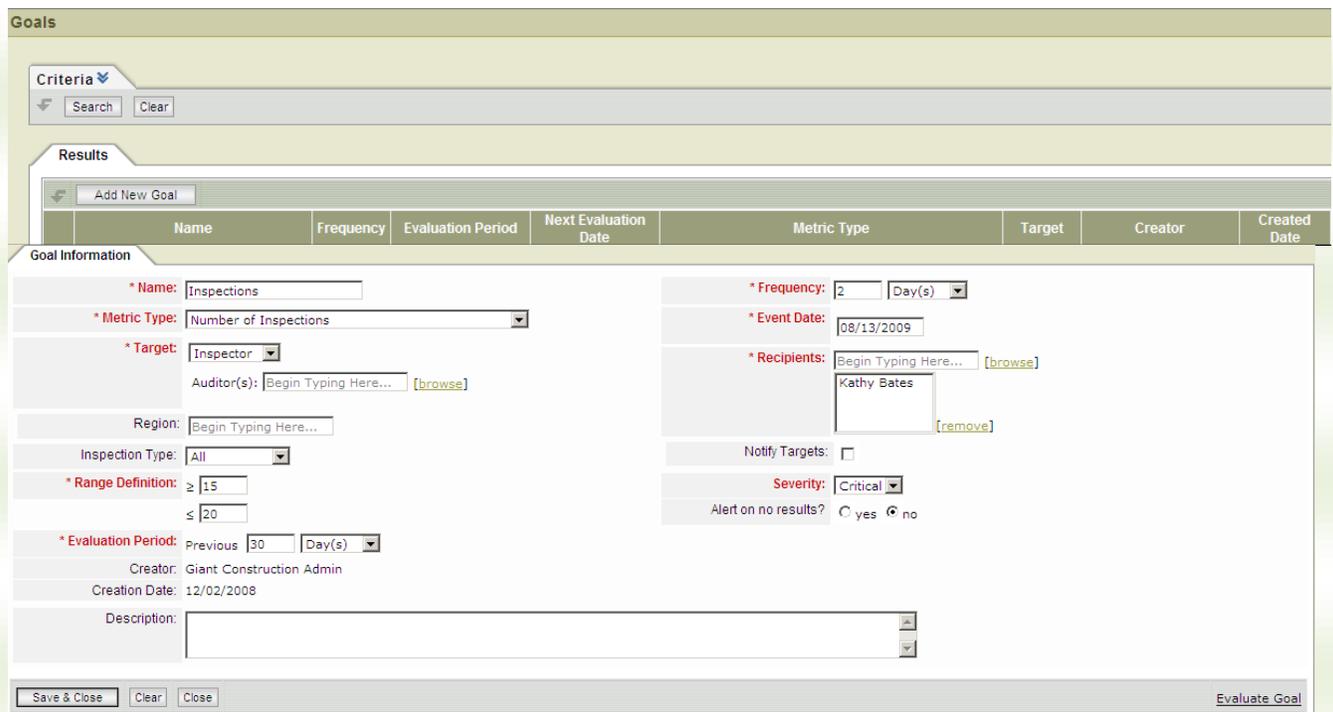
## Manage Goals

- 1.) From the home page, select **'Administration'** and the desired task from the drop down menu:



## Add a Goal

1. Click on Add New Goal
2. Enter Name for New Goal
3. Select Metric Type, Target, Range Definition, Evaluation Period, Frequency, Event Date, Recipients, and Severity of Goal.
4. Date, Recipients, and Severity of Goal.
5. Enter supplemental information such as a specific Contact, Region, Inspection Type,
6. Notify Targets, and Alert on No Results.



The screenshot shows the 'Goals' application interface. At the top, there is a 'Criteria' section with search and clear buttons. Below it is a 'Results' section with an 'Add New Goal' button. A table header lists columns: Name, Frequency, Evaluation Period, Next Evaluation Date, Metric Type, Target, Creator, and Created Date. The main form is titled 'Goal Information' and contains the following fields:

- Name:** Inspections
- Metric Type:** Number of Inspections
- Target:** Inspector (dropdown), Auditor(s): [Begin Typing Here...] [browse]
- Region:** [Begin Typing Here...]
- Inspection Type:** All (dropdown)
- Range Definition:** ≥ 15, ≤ 20
- Evaluation Period:** Previous 30 Day(s) (dropdown)
- Creator:** Giant Construction Admin
- Creation Date:** 12/02/2008
- Description:** [Empty text area]
- Frequency:** 2 Day(s) (dropdown)
- Event Date:** 08/13/2009
- Recipients:** [Begin Typing Here...] [browse], Kathy Bates [remove]
- Notify Targets:**
- Severity:** Critical (dropdown)
- Alert on no results?:**  yes  no

At the bottom of the form are buttons for 'Save & Close', 'Clear', 'Close', and 'Evaluate Goal'.

## Definitions

7. Metric Type – what part of the observations are we monitoring
8. Target – Inspector, Region, Location, & Company
  - a. Where Auditor appears in this example, you will also see an option for specific locations when that is selected and so on.
9. Range Definition – Identify acceptable levels, anything outside of this range is Unmet
10. Notify Targets – By selecting this box, contacts or team members will also be alerted when they do not meet the goal criteria.
11. Severity – Identifies in what order you wish to see goals appear on home page.

## Too View Alerts/Goals

1. Enter search criteria for the goal(s) that you wish to find, including Metric Type, Creator Region, Creator, or Recipient(s).
2. Click on any of the active links from the search results to view further details on the goal including evaluation of the goal.
3. If you are the Recipient of the Goal you will also see the Alert on your Dashboard
  - a. You will also receive notification via Email similar to Life Threat Alerts

**Criteria**

Type: All

Creator Region:

Creator:  [\[browse\]](#)

Recipient:  [\[browse\]](#)

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**Results**

[Add New Goal](#)

Name	Frequency	Evaluation Period	Next Evaluation Date	Metric Type	Target	Creator	Created Date	
<input type="checkbox"/> test	1 Week(s)	Previous 1 Week(s)	08/14/2009	Safe Obs (% of total)	Inspector	Nate Mansfield	05/05/2009	<a href="#">Evaluate Goal</a>
<input type="checkbox"/> Andrew's Test	1 Day(s)	Previous 7 Day(s)	08/12/2009	Unsafe Obs: Severity >= High (total)	Region	Construction Executive	12/17/2008	<a href="#">Evaluate Goal</a>
<input type="checkbox"/> Inspections	2 Day(s)	Previous 30 Day(s)	08/13/2009	Number of Inspections	Inspector	Giant Construction Admin	12/02/2008	<a href="#">Evaluate Goal</a>
<input type="checkbox"/> HK Test	1 Month(s)	Previous 1 Month(s)	08/20/2009	Unsafe Obs: (Per Inspection) By Category	Contractor	Construction Executive	10/24/2008	<a href="#">Evaluate Goal</a>
<input type="checkbox"/> Nate's Test	1 Week(s)	Previous 1 Week(s)	08/15/2009	Number of Inspections	Inspector	Safety Director	10/01/2008	<a href="#">Evaluate Goal</a>
<input type="checkbox"/> Observation Comments	1 Week(s)	Previous 30 Day(s)	08/12/2009	Observations: With Comments (per inspection)	Inspector	Giant Admin	10/01/2008	<a href="#">Evaluate Goal</a>
<input type="checkbox"/> Contractors with Repeated High Severity	1 Week(s)	Previous 30 Day(s)	08/16/2009	Unsafe Obs: Severity >= High (total)	Contractor	Safety Director	09/28/2008	<a href="#">Evaluate Goal</a>

**Critical Alert**

**All Contractors have met the goal for this period.**

\* Name: Contractors With Late Open Issues

\* Metric Type: Unsafe Obs: Resolved Within 48 Hours (% of total)

\* Target: Contractor

\* Range Definition: >= 0.9

\* Evaluation Period: Previous 30 Day(s)

**Alerts**

- ⚠ Met Goals - Contractors With Late Open Issues Aug 11, 2009
- ⚠ Unmet Goals - Projects with High Severities Aug 10, 2009
- ⚠ Met Goals - Contractors With Late Open Issues Aug 4, 2009

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**My Charts**

**Inspections vs. Incidents**



**High Severity Trend**



Watched Catearories       % Unsafe