Authorisations

The "Authorisations" list shows all the jobs that authorisation/refusal from the User before they can be progressed. Each job shows a "Due" date on which determines if the job is overdue (in red text), if it is due in the next 15 minutes (in orange text) or if there is longer than 15 minutes till the job is due (in green text). This list is unique in that it is the only one that requires specific permissions before it is visible. Only Users that belong to an authorisation profile will have access to this. The User can change the number of jobs shown on a single page at one time can be amended to suit their preference as well as being able to filter or export the list to Excel. If the initial list is too large, the User will be required to filter the list down before it is displayed. Clicking a job will display the Job Detail page for the selected job. Below is an example of an "Authorisations" jobs list:

Jobs (Authorisations) | Refresh   Filter | Edit | Layout | Export

Total: 843   1 2 3 4 5 6 7 8 9 10 >> >| Show 10 , 15 , 25 , 50 , 75 , 100 per page

On Hold	Info Rqd	Building	Building Nº	Work Order Nº	Type of Work Order	Rule	Equipment/Ser Type	Attendance	ETA	Resource	Status Description	Value	Authoriser(s)
	No	(00006) Tower Bridge Demo	00006	7610039	Reactive		Fire Alarm Panel	07/07/2018 12:30		Fred Fire	Pending Assign	£0.00	ABM, BMC
	No	(00006) Tower Bridge Demo	00006	7610019	Reactive		Fire Alarm Panel	30/06/2018 17:00		Internal Maintenance Team	Pending Assign	£0.00	ABM, BMC
	No	Solihull	1236	7609734	Quote		Flat Roof	26/02/2016 16:00		Precision FM	Pending Assign	£1,800.00	Demo_Comm
	No	Solihull	1236	7609724	Reactive		Vinyl Flooring	21/02/2016 17:15		Alpha Maintenance	Pending Attendance	£1,800.00	Demo_Comm
	No	(00009) Mapperley	00009	7609717	Reactive		Fire Alarm Panel				Pending resource allocation and schedule set	£900.00	Demo_Comm
	No	(06617) Dundee Kingsway West RP	06617	7473641	Quote		Smoke Extract	24/02/2014 17:30		Colt Service Limited	Pending Assign	£272.00	Demo_Comm
	No	(00292) Newport	00292	7473377	Quote		Indoor AC Unit	03/03/2014 17:00		Ostara Contractor Ltd	Pending Assign	£660.00	Demo_Comm
	No	(01810) Nuneaton	01810	7473323	Quote		Window	03/03/2014 17:30		Secure Empty Properties	Pending Assign	£600.12	Demo_Comm
	No	(06485) Clapham	06485	7473264	Quote		Window	24/02/2014 18:30		Secure Empty Properties	Pending Assign	£576.87	Demo_Comm
	No	(05165) Ashton Under Lyne	05165	7473252	Quote		Safe	03/03/2014 17:00		Insafe International Ltd	Pending Assign	£390.00	Demo_Comm