

POST NOTES FOR SECURITY CONTRACTORS

Capture Post Notes in Real Time

MITC Post Notes are available as part of MITC Security Contractor-Ready Workforce Management solution. Post Notes can be integrated into Scheduling, Time and Attendance, HR, and more; or used as a stand-alone application.

- Create individual forms for each job site
- Guard uses smartphone, tablet, PC, or telephone
- Tracks date and time of entries
- Guards can clock-in and out with GPS or Caller-ID verification
- Prompt guards to respond with Y/N or numeric values
- Guards can add notes to record incidents
- Tracks missing or incomplete reports
- Creates monthly summary by site

Plus

- Optionally provide customers access to Post Notes (and schedules)
- Make sure to include in your bids!

Employee: Flintoff, Andrew - 1000
Job: CLN1 - Norman Retail Facility
Date: 1/2/2015

Start	Stop	
5:38PM	to 5:38PM	Om

106 - Mileage Mileage 4.5
300 - Arrival Patrol Yes No
301 - Access Point Locks Yes No
302 - Overnight Personnel Yes No
303 - 12:00AM Foot Patrol Yes No
304 - Overnight Parking Lot Yes No
305 - Boiler Room Spot Check Yes No
308 - # of Deliveries 2
309 - Number of Visitors 7
310 - # of Guards on Post 3
311 - Did any Incidents Occur Yes No

12:37AM - Group of Teenagers Loitering in the Parking lot - Left on 1st verbal prompt.
2:39AM - Red Ford Escape parked by rear entrance for 5 minutes. MD Tags 25XKL2. Drove away when I approached the vehicle.

Save

