

# Inspection Ready

Viewing the Boiler Card

## Viewing Inspection Results and Inspection-Related Documentation

All Registered Users associated to the Record (LP, Owner, and Delegates) will receive email notifications when Inspection Results are available in Inspection Ready. Two different emails will be sent from Inspection Ready:

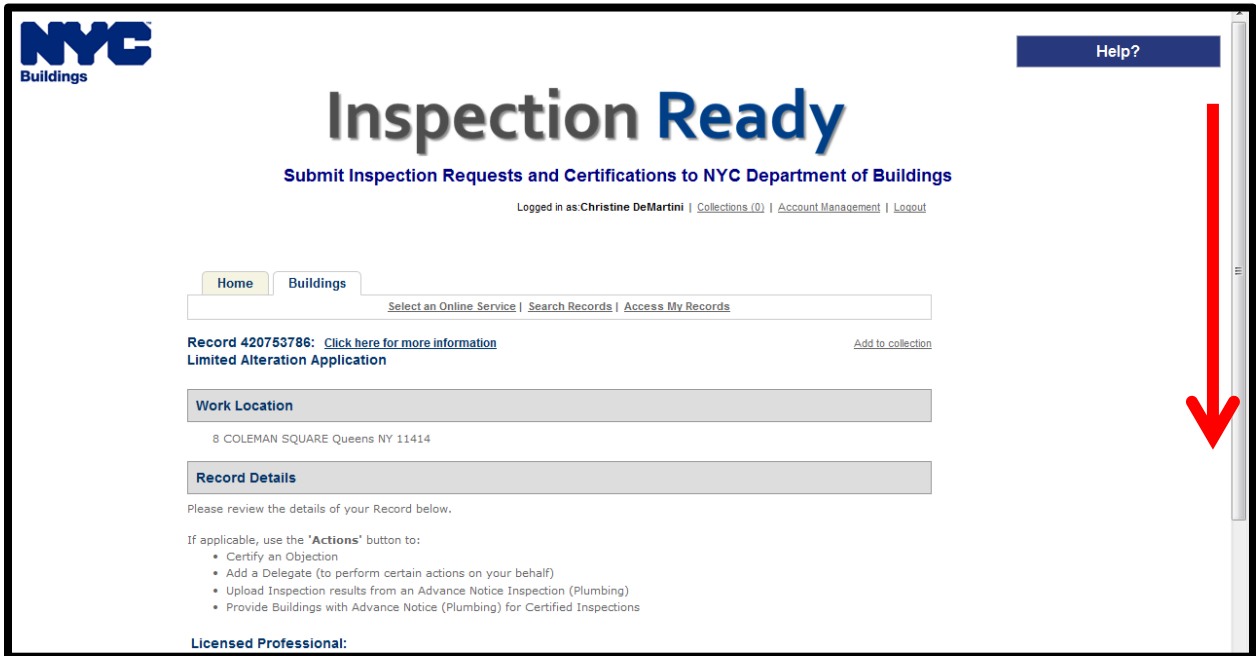
- *Email #1:* The Preliminary Inspection Results, which are subject to change during Supervisory Review.
- *Email #2:* The Final Inspection Results.

Boiler Cards are generated upon Preliminary and Final results. The conditions under which Boiler Cards are generated are below.

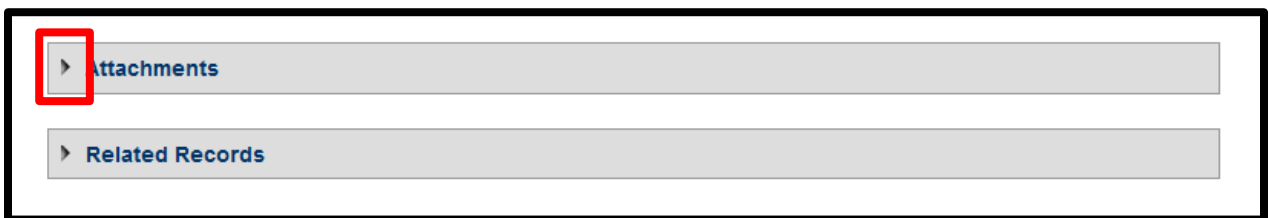
- The logged-in user is associated to the Record, and,
- The Unit answered “Yes” to “Generate Boiler Card?” on the Boiler Device ASIT and,
- The Inspection Result is:
  - Pass, or
  - Pass-Final, or
  - Fail due to an Administrative Failure, or
  - Fail-Final due to an Administrative Failure

## To view the Boiler Card in Inspection Ready:

1. Navigate to the Inspection Ready login page from the Department of Buildings' website.
2. Enter your Inspection Ready User Name and Password and click **Login**.
3. Click **Access My Records**.
4. Locate the appropriate Record. Click on the Record ID Number.
5. The Record Detail page will appear. Scroll down to the **Attachments** section.



6. Expand the Attachments section by clicking the arrow to the left of **Attachments**.



- Find the Boiler Card in the list of Attachments. Please note, it may not be on the first page. Navigate to other pages if necessary.

**Attachments**

Please review attachments related to this Record below.

- Click the 'Upload Attachment' button to upload additional or supporting attachments for this Record.
- Click the 'Actions' button to view attachment details for this Record.

Name	Entity Type	Type	Size	Description	Upload Date	Action	Entity
<a href="#">8 Colemon SquareQueens-Elio.pdf</a>	Record	LAA	698.92 KB		12/22/2015	<a href="#">Actions</a>	Limited / Applicat 420753;
<a href="#">Inspection Request Received from E...-1450816352362.eml</a>	Record	External Communications	3.91 KB		12/22/2015	<a href="#">Actions</a>	Limited / Applicat 420753;
<a href="#">Inspection Report 20160111_130826.pdf</a>	Record	Inspection Result Report - FINAL	20.16 KB		01/11/2016	<a href="#">Actions</a>	Limited / Applicat 420753;
<a href="#">Boiler Card 20160111_130829.pdf</a>	Record	Boiler Card - FINAL	193.14 KB		01/11/2016	<a href="#">Actions</a>	Limited / Applicat 420753;
<a href="#">Inspection Scheduled for DOB, Repres...-1452278248553.eml</a>	Record	External Communications	3.51 KB		01/08/2016	<a href="#">Actions</a>	Limited / Applicat 420753;

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- Click the document link in the **Name** column.

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9. Click **Open** to view the document or **Save** to save the document to your computer.

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<a href="#">Inspection Report 20160111 130826.pdf</a>	Record	<a href="#">Actions</a>	Limited / Applicat 420753;
<a href="#">Boiler Card 20160111 130829.pdf</a>	Record	<a href="#">Actions</a>	Limited / Applicat 420753;
<a href="#">Inspection Scheduled for DOB Repres...-1452278248553.eml</a>	Record	<a href="#">Actions</a>	Limited / Applicat 420753;

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