



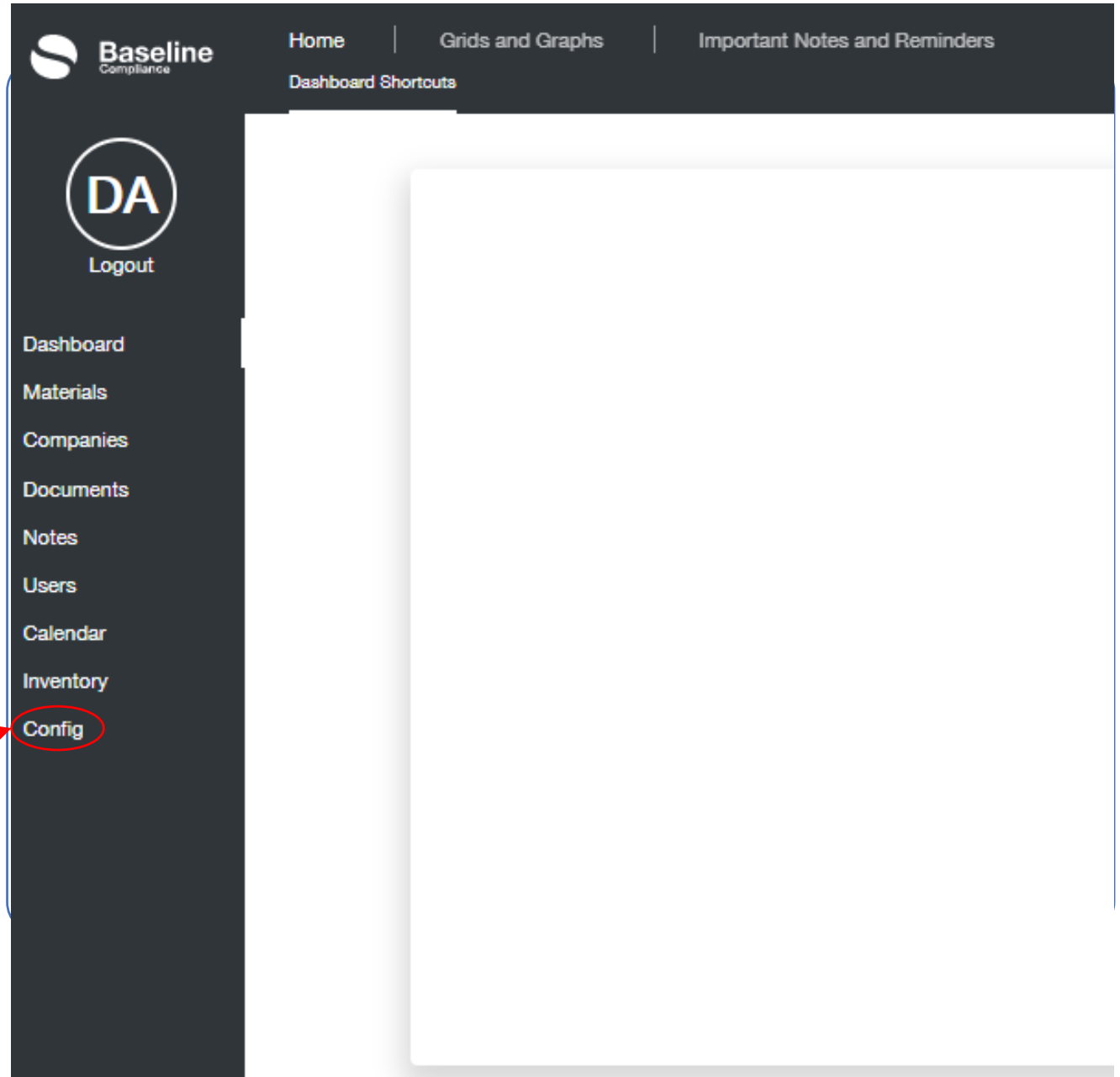
**SESCO** group

Environmental Solutions

# BASELINE Training Configuration Codes

## Let's explore configuration codes...

- Configuration codes are for advanced users.
- Only admins can access these codes.
- You can adopt the default codes already included, add to them, modify them, make them your own.
- This is one way to make BASELINE unique for Your Consulting Firm, Your Clients.
- First click on "Config" on the side menu.



Here are configuration codes for the database.

- These are currently used to configure companies, notes, documents, contacts and various tank parameters.
- These codes control how these things are organized in the application.
- There are currently type codes, status codes, priority codes and state codes.

The screenshot shows the Baseline Compliance application interface. The top navigation bar includes 'Type Codes', 'Status Codes', 'Priority Codes', and 'State Codes', with 'Type Codes' highlighted by a red oval. The left sidebar contains a 'DA' logo and a 'Logout' button, along with a menu of options: Dashboard, Materials, Companies, Users, Calendar, Inventory, and Config. The main content area is titled 'Type Codes' and displays a table with the following data:

Name	CodeRef	Display Sequence
Main	Company	1
Client	Company	2
Vendor	Company	3
Operations	Contact	1
Accounting	Contact	2
Service	Contact	3
MSDS	Document	10
SDS	Document	20
EDS	Document	30
GHS Label	Document	40
WHMIS Label	Document	50
HMIS Label	Document	60
NFPA Label	Document	70
Spec Sheet	Document	90
IHW Manifest	Document	95
Permitting	Document	100
Regulatory Matrix	Document	105

Click on Type Codes.

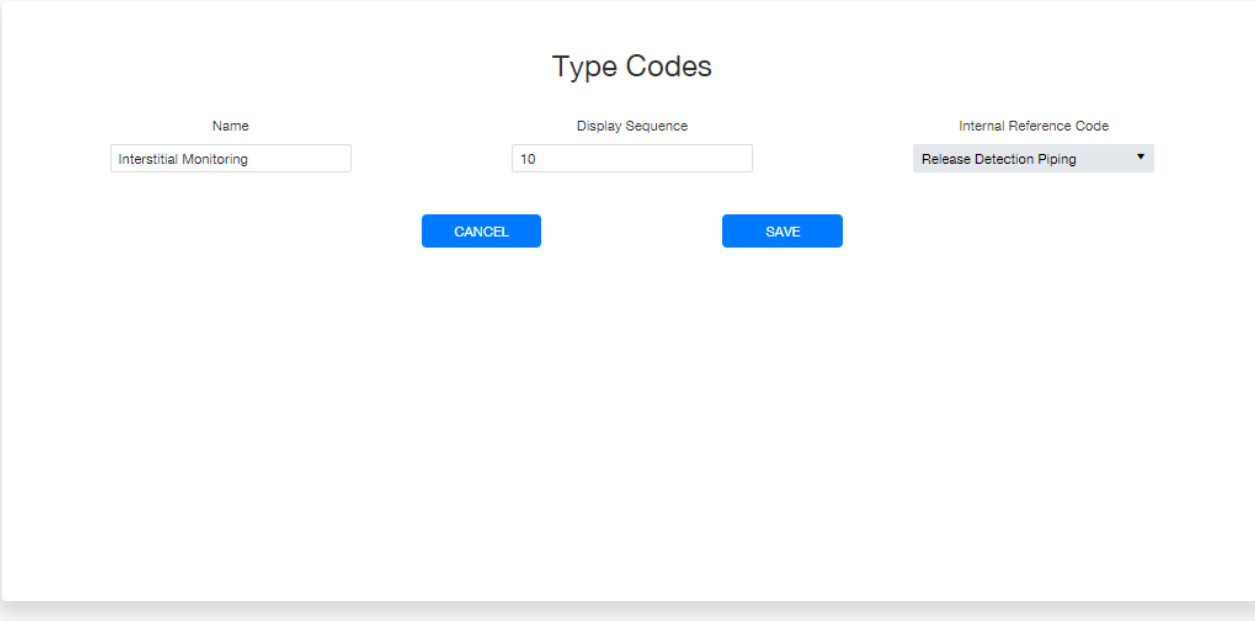
- We need to add some options for piping release detection methods for our tank Interface.
- Click on “Add New”

The screenshot displays the Baseline Compliance web application interface. The top navigation bar includes 'Type Codes', 'Status Codes', 'Priority Codes', and 'State Codes'. The 'Type Codes' menu item is circled in red. Below the navigation bar, the main content area shows a table of Type Codes. The table has three columns: Name, Category, and Count. The 'ADD NEW' button is circled in red at the bottom right of the table. A red arrow points from the 'ADD NEW' button back to the 'Add New' text in the slide.

Name	Category	Count
Government - Local (County)	Company	12
Government - State	Company	13
Government - Federal	Company	14
Investors	Company	20
Infrastructure	Company	30
Architect	Company	40
Builder	Company	50
Energy	Company	60
Operations	Contact	1
Accounting	Contact	2
Service	Contact	3
Galvanic CP	Corrosion Protection Piping	10
Galvanic CP	Corrosion Protection Piping	10
Galvanic CP	Corrosion Protection Piping	10
Impressed Current CP	Corrosion Protection Piping	20
Coating	Corrosion Protection Piping	30

## Configure your custom code.

- Type Interstitial Monitoring in for the Name.
- Type in 10 for the display sequence
- Select “Release Detection Piping” from the Dropdown.
- Click on “Save”



The screenshot shows a web form titled "Type Codes" with three input fields and two buttons. The "Name" field contains "Interstitial Monitoring", the "Display Sequence" field contains "10", and the "Internal Reference Code" dropdown menu is set to "Release Detection Piping". Below the fields are "CANCEL" and "SAVE" buttons.

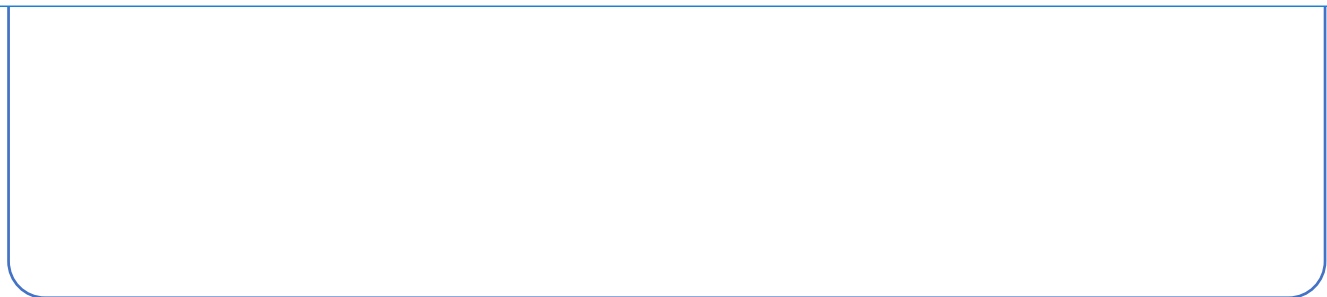
Name	Display Sequence	Internal Reference Code
Interstitial Monitoring	10	Release Detection Piping

See the result.

- Click on “Companies”
- Click on a Company
- Click on “Locations”
- Click on a Location
- Click on “Tanks”
- Click on a tank, or click “Add New” if no tanks there.
- Click on the “Release Detection Piping” dropdown.
- “Interstitial Monitoring” is now one of the choices.

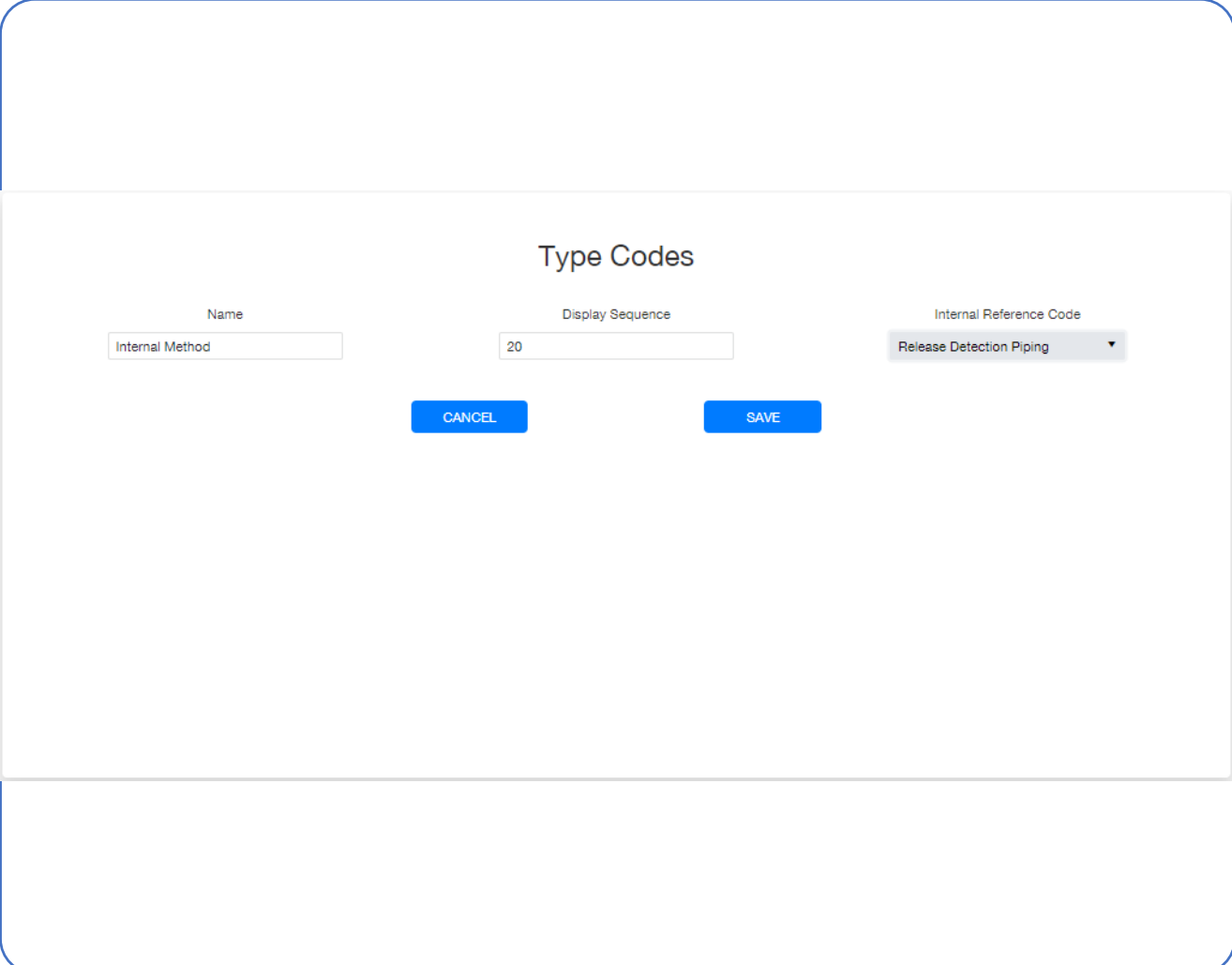
### Tanks - Hanover College - Physical Plant Location

Tank Number 2	Tank Type <input type="radio"/> UST <input checked="" type="radio"/> AST	Contents Gasoline	Status Active
Install Date 1/1/2000	Dimensions 6'L x 3'D	Capacity 300 gallons	Anode Test Yes
Corrosion Protection Tank Bare Steel (BS)	Corrosion Protection Piping Galvanic CP	Last Tank Corrosion Test 8/28/2017	Last Piping Corrosion Test 8/28/2017
Release Detection Tank Interstitial Method	Release Detection Piping Select from list... Interstitial Monitoring	Spill Protection Double Wall Construction	Overfill Protection Sight Glass
Add By Dana Armstrong	<input checked="" type="checkbox"/> Active	Mod By Dana Armstrong	Mod Date 3/3/2018



## Configure your custom code.

- Now go back to “Config” and create another type code by clicking “Add New”
- Type “Internal Method” in for the Name.
- Type in 20 for the display sequence
- Select “Release Detection Piping” from the Dropdown.
- Click on “Save”

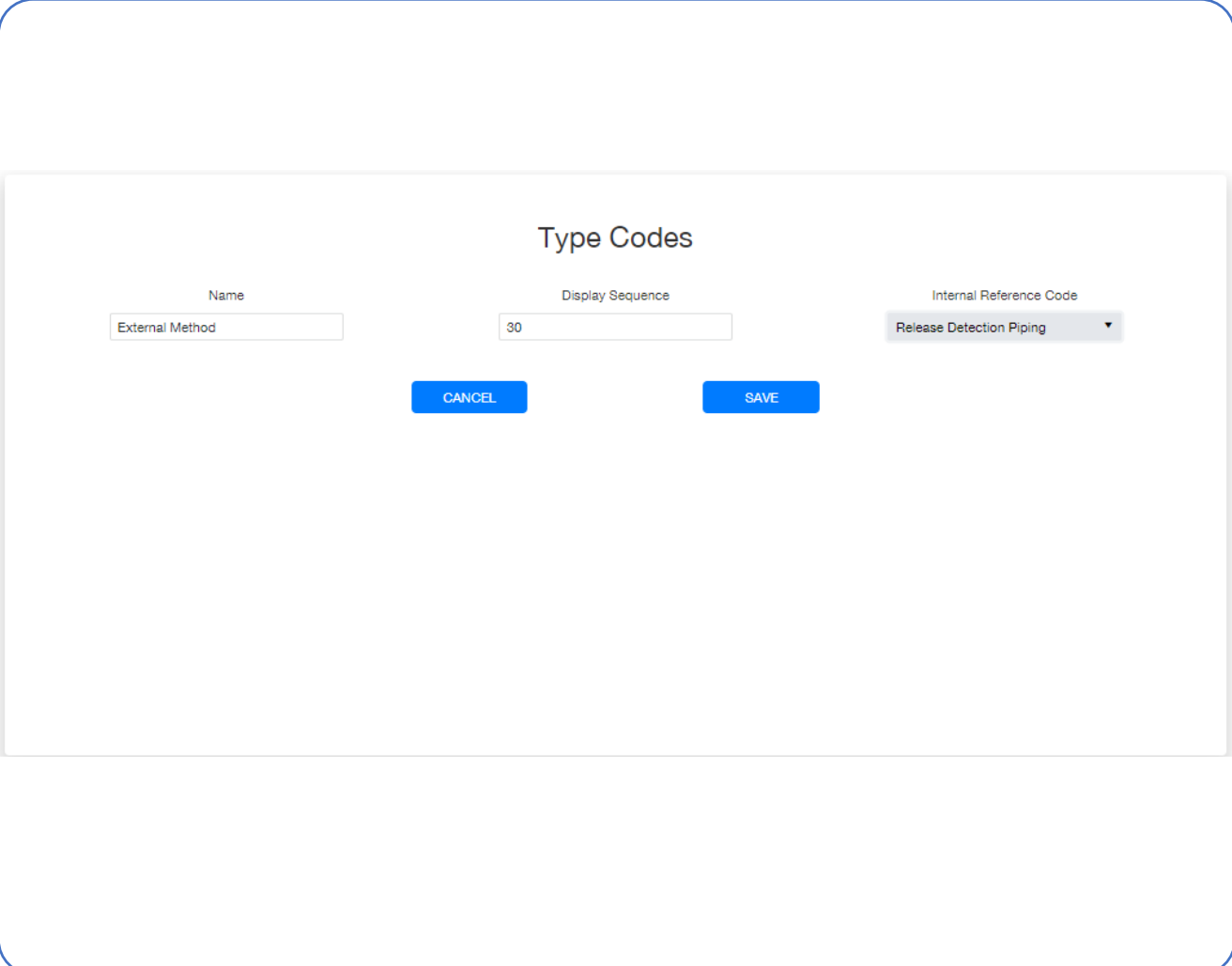


The screenshot shows a web form titled "Type Codes" with three input fields and two buttons. The "Name" field contains "Internal Method", the "Display Sequence" field contains "20", and the "Internal Reference Code" dropdown menu is set to "Release Detection Piping".

Name	Display Sequence	Internal Reference Code
Internal Method	20	Release Detection Piping

## Configure your custom code.

- Create another type code by clicking “Add New”
- ” Type “External Method” in for the Name.
- Type in 30 for the display sequence
- Select “Release Detection Piping” from the Dropdown.
- Click on “Save”



The screenshot shows a web form titled "Type Codes" with three input fields and two buttons. The "Name" field contains "External Method", the "Display Sequence" field contains "30", and the "Internal Reference Code" dropdown menu is set to "Release Detection Piping".

Name	Display Sequence	Internal Reference Code
External Method	30	Release Detection Piping

CANCEL SAVE



## Configure your custom code.

- Create another type code by clicking “Add New”
- ” Type “Other Method” in for the Name.
- Type in 40 for the display sequence
- Select “Release Detection Piping” from the Dropdown.
- Click on “Save”

### Type Codes

Name	Display Sequence	Internal Reference Code
<input type="text" value="Other Method"/>	<input type="text" value="40"/>	<input type="text" value="Release Detection Piping"/>
<input checked="" type="checkbox"/> Active		
Add By	Add Date	Mod By
Dana Armstrong	3/7/2018	
<input type="button" value="CANCEL"/>		<input type="button" value="SAVE"/>

## Configure your custom code.

- Create another type code by clicking “Add New”
- ” Type “No Method” in for the Name.
- Type in 50 for the display sequence
- Select “Release Detection Piping” from the Dropdown.
- Click on “Save”

### Type Codes

Name	Display Sequence	Internal Reference Code	
<input type="text" value="No Method"/>	<input type="text" value="50"/>	<input type="text" value="Release Detection Piping"/>	
<input checked="" type="checkbox"/> Active			
Add By	Add Date	Mod By	Mod Date
Dana Armstrong	3/7/2018		
<input type="button" value="CANCEL"/>		<input type="button" value="SAVE"/>	

# Edit your custom code.

- We should make a correction, instead of “Interstitial Monitoring” we should have put “Interstitial Method.”
- Click on “Interstitial Monitoring for Release Detection Piping.”
- Type “Interstitial Method” in for the Name.
- Leave in 10 for the display sequence
- Leave “Release Detection Piping” from the Dropdown.
- Click on “Save”

Name	Display Sequence
Reminder - Reports	Note
Reminder - Reports - Air - Annual	Note
Reminder - Reports - Air - Quarterly	Note
Reminder - Reports - Air - Semiannual	Note
High Level Alarm	Overflow Protection
Sight Glass	Overflow Protection
Sounding Tape/Rod	Overflow Protection
Interstitial Monitoring	Release Detection Piping
Interstitial Method	Release Detection Tank
Internal Method	Release Detection Tank

<b>Type Codes</b>		
Name	Display Sequence	
Interstitial Method	10	
	<input checked="" type="checkbox"/> Active	
Add By	Add Date	Mod By
Dana Armstrong	3/7/2018	
<input type="button" value="CANCEL"/>		<input type="button" value="SAVE"/>

See the result.

- Click on “Companies”
- Click on a Company
- Click on “Locations”
- Click on a Location
- Click on “Tanks”
- Click on a tank, or click “Add New” if no tanks there.
- Click on the “Release Detection Piping” dropdown.
- All of the choices you created are there.

The screenshot displays the 'Tanks - Hanover College - Physical Plant Location' form in the Baseline software. The form is organized into several sections:

- Tank Information:** Tank Number (1), Tank Type (AST selected), Contents (Diesel), Status (Active).
- Installation & Capacity:** Install Date (1/1/2000), Dimensions (9' L x 3' D), Capacity (500 gallons), Anode Test (Yes).
- Corrosion Protection:** Corrosion Protection Tank (Bare Steel (BS)), Corrosion Protection Piping (Galvanic CP), Last Tank Corrosion Test (9/28/2017), Last Piping Corrosion Test (9/28/2017).
- Release Detection:** Release Detection Tank (Interstitial Method), Release Detection Piping (Select from list...), Spoil Protection (Double Wall Construction), Overfill Protection (Sight Glass).
- User & Date:** Add By (Dana Armstrong), Mod By (Dana Armstrong), Mod Date (9/3/2018).

A dropdown menu for 'Release Detection Piping' is open, showing the following options: 'Select from list...', 'Interstitial Method', 'Internal Method', 'External Method', and 'Other Method'. A red arrow points from the text 'All of the choices you created are there.' to this dropdown menu.

# Inactivate a custom code.

- We should take away the choice “Internal Methods” since this is not one of the ways we detect releases on piping.
- Click on “Internal Methods” for Release Detection Piping.”
- Uncheck “Active”.
- Click on “Save”

Reminder - Permits - Stormwater - Renewal	Note
Reminder - Stakeholder Communication	Note
Reminder - Health and Safety Plan	Note
Reminder - Reports	Note
Reminder - Reports - Air - Annual	Note
Reminder - Reports - Air - Quarterly	Note
Reminder - Reports - Air - Semiannual	Note
High Level Alarm	Overflow Protection
Sight Glass	Overflow Protection
Sounding Tape/Rod	Overflow Protection
Interstitial Method	Release Detection Piping
<b>Internal Method</b>	Release Detection Piping
External Method	Release Detection Piping
Other Me	
Interstitial	
Internal M	
External I	
Other Me	
No Monit	

<b>Type Codes</b>		
Name	Display Sequence	
Internal Method	20	
<input checked="" type="checkbox"/> Active		
Add By	Add Date	Mod By
Dana Armstrong	3/7/2018	
<input type="button" value="CANCEL"/>		<input type="button" value="SAVE"/>

See the result.

- Click on “Companies”
- Click on a Company
- Click on “Locations”
- Click on a Location
- Click on “Tanks”
- Click on a tank, or click “Add New” if no tanks there.
- Click on the “Release Detection Piping” dropdown.
- Now “Internal Methods” is no longer a choice.

Tanks - Hanover College - Physical Plant Location

Tank Number 1	Tank Type <input type="radio"/> UST <input checked="" type="radio"/> AST	Contents Diesel	Status Active
Install Date 1/1/2000	Dimensions 9'L x 3'D	Capacity 500 gallons	Anode Test Yes
Corrosion Protection Tank Bare Steel (BS)	Corrosion Protection Piping Galvanic CP	Last Tank Corrosion Test 8/28/2017	Last Piping Corrosion Test 8/28/2017
Release Detection Tank Interstitial Method	Release Detection Piping Select from list...	Spill Protection Double Wall Construction	Overfill Protection Sight Glass
Add By Dana Armstrong	<input checked="" type="checkbox"/> Active	Mod By Dana Armstrong	Mod Date 3/3/2018

SAVE

# How do we view choices that were made inactive?

- Click on the funnel icon on the “Active” column.
- Select “is false.”
- Click “filter.”
- We see “Internal Method” listed where “Active” is “false.”

### Type Codes

Export to Excel

Name	CodeRef	Display Sequence	Active
Reminder - Operation and Maintenance	Note	90	true
Reminder - Documentation	Note	100	true
Reminder - Waste Disposal	Note	110	true
Reminder - Permits	Note	130	true
Reminder - Permits - Air - Renewal	Note	134	true
Reminder - Permits - Stormwater - NOI	Note	135	true
Reminder - Permits - Stormwater - Renewal	Note	138	true
Reminder - Station/Order Communication	Note	140	true
Reminder - Health and Safety Plan	Note	150	true
Reminder - Reports	Note	180	true
Reminder - Reports - Air - Annual	Note	181	true
Reminder - Reports - Air - Quarterly	Note	182	true
Reminder - Reports - Air - Semiannual	Note	183	true
High Level Alarm	Overflow Protection	10	true

Show items with value that: is is false

Filter Clear

### Type Codes

Export to Excel

Name	CodeRef	Display Sequence	Active
QR Code (Other)	Document	80	false
Important	Note	1	false
Lost Sale	Note	1	false
Inspection	Note	4	false
Internal Method	Release Detection Piping	20	false

25 Items per page

1 - 5 of 5 items

ADD NEW

# Now you know how to configure codes.

You went over how to configure and update codes for a tank parameter called “Release Detection Piping.”

You saw that you created another choice for that tank configuration parameters.

You added in the other choices for “Release Detection Piping.”

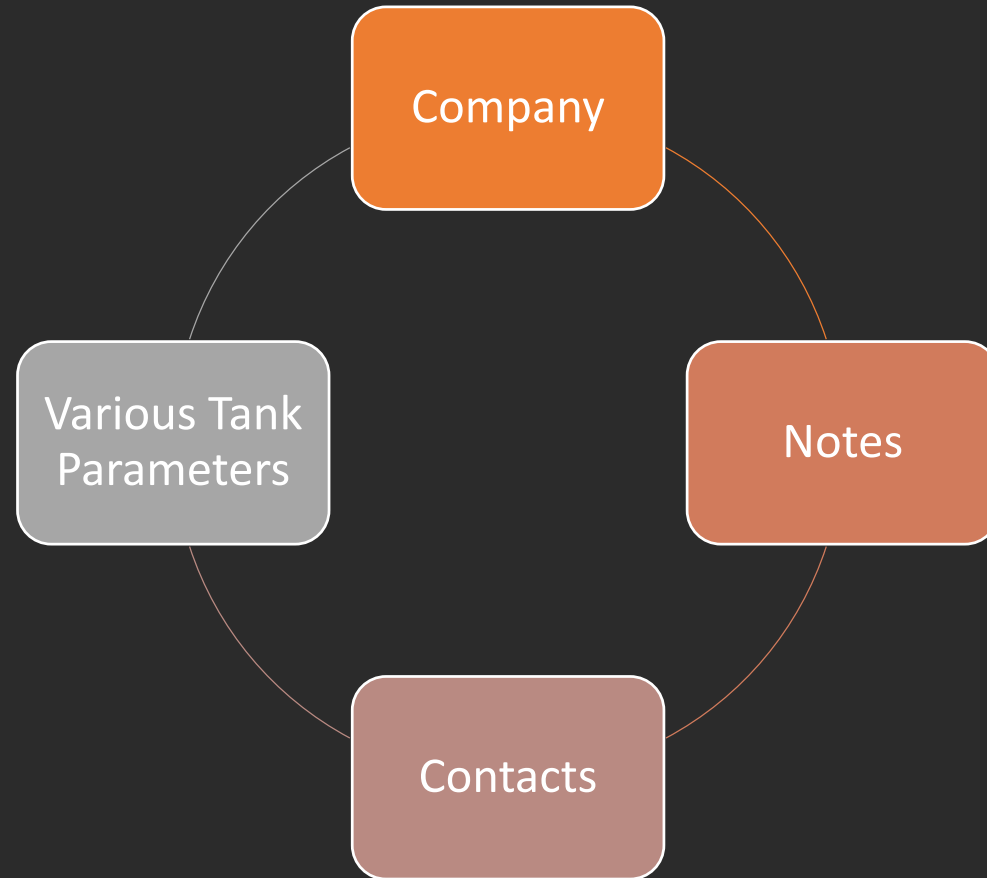
You modified one of the choices for “Release Detection Piping.”

You inactivated one of the choices for “Release Detection Piping.”

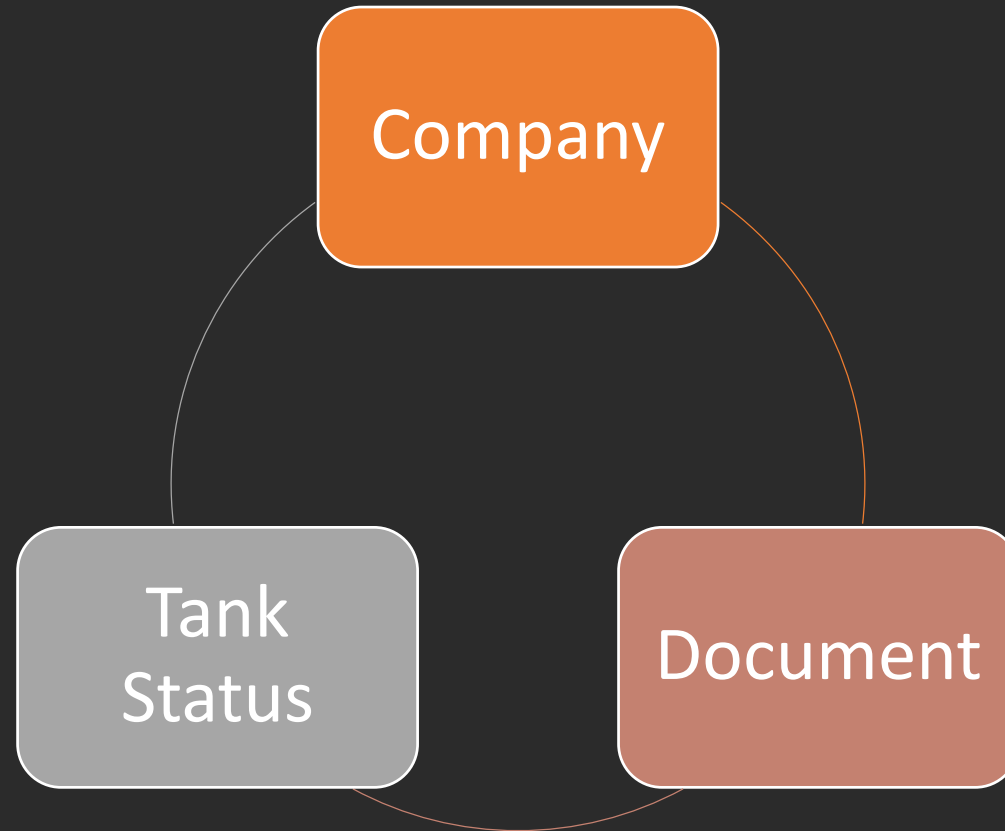
You saw how to view a choice when it is inactivated.



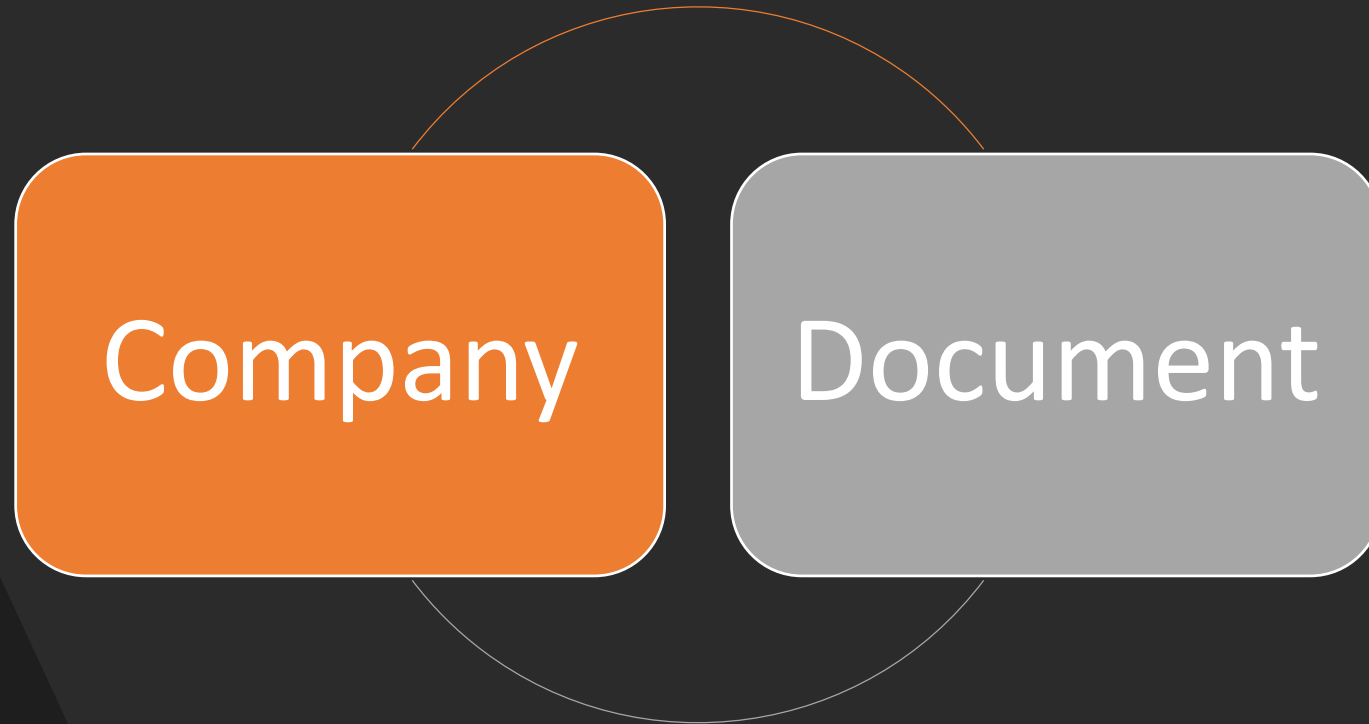
# You can configure Type Codes for:



You can configure Status Codes for:



You can configure Priority Codes for:





You can  
configure State  
Codes



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Questions? Give us a call!