



## Release notes

MiAsbestos App for Micad Pro

11/09/2025

Document Version 1.1



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## Introduction

The MiAsbestos is a mobile App is a complementary tool for gathering data for the Micad Asbestos Module. You can inspect new items and reinspect asbestos existing items. Surveys are conducted using the IPR location data which will be downloaded to your Tablet or Smartphone. The MiAsbestos App records inspection data while one site allowing for offline surveying, no internet connection is needed during the actual survey so all areas can be included regardless of internet data signal.

These release notes relate only to Micad Pro and no prior version of the MiAsbestos App.

## New technologies

The aim of the new App project is to introduce a solid modern platform and evolve the product. In the first instance we are introducing a functionally, like for like replacement of the old MiAsbestos app predecessor. New feature will start to follow. To track the changes within the new App scroll to the Fixes and features sections in the last pages of this document.

- Now available for both Apple and Android
- No exclusive need for a Tablet only operation
- Mobile phone compatibility
- No requirement for prior IP whitelisting (on the Micad side), for some clients this may have necessitated VPN services
- Mitigates legacy application code limitations
- New modern platform which allows us to add new features easily
- New common Micad Pro look and feel UI

## New functionality

- New Micad Pro compatibility
- New HUB compatibility
- New Map features
- Support for Single Sign On (SSO)
- 2FA authentication support
- IPR 3.9 standard UI style
- New licencing mechanism

## Downloading the new App

The new MiAsbestos App is available for download from the App from Google Play or Apple App Store

## What will the App do?

The app is a complementary tool offering mobility for data entry and update the to the Micad Asbestos Module.

- Create survey items
- Copy items
- Perform New Inspections
- Perform Re-inspections
- Create new inspections from a Profile library
- Add existing (gallery) photos and take new photos using a device camera
- Set one or more re-inspections event due dates per inspected item
- Set one or more remedial actions and due dates per inspected item
- Create locations (floors and rooms)
- Show on a Map the building relative to your estate or campus

## Who is the App for?

The App can be used individually or work as part of a team by dividing up the property portfolio between each surveyor.

- Consultants and their Surveyors
- Micad clients and their own staff

## App Dos and Don'ts

- Do keep the App up to date
- Do choose a robust sensible PIN
- Do clear down used records (delete buildings that have been uploaded and imported) delete the App if in doubt
- Do check your data package has uploaded, and has been Import processed
- Do checks data quality checks after Import
- Do split portfolios by building/block if working in teams
- Do have a user account with rights to access the Asbestos Module Uploads
  
- Don't use the App without training
- Don't keep the same property portfolio on the app – check the downloaded dates
- Don't create space records if you can help it unless you have agreements with clients

## Upgrading from the MiAsbestos Legacy App.

If you are upgrading, please review the following:

The original MiAsbestos App (Legacy version) works with IPR 3.8 and does not support IPR 3.9 (Pro platform).

The new App is designed to work with Micad Pro and its new technologies.

- The new MiAsbestos App only works with the Asbestos Module for Micad Pro IPR version 3.9.0.26119 and greater on Micad Pro platform. Check the version of IPR via the About screen in the top right corner of IPR.
- The new App and Legacy App are different applications
- Installation of the new App will not upgrade the legacy App or its data
- Both new App and Legacy App and have separate data stores on the device
- Users wishing to transition from Legacy, must upload and process the data, via the Asbestos Module, validate the data before deleting the old App
- Deleting an App will remove the data

**Note.** It is possible to have both versions installed on the same device and have independent data. For contractors this means you can access either IPR 3.8 systems or 3.9 systems from the same device.

The App uses different icons, here's how to identify them visually



New Micad Pro App (for IPR 3.9)



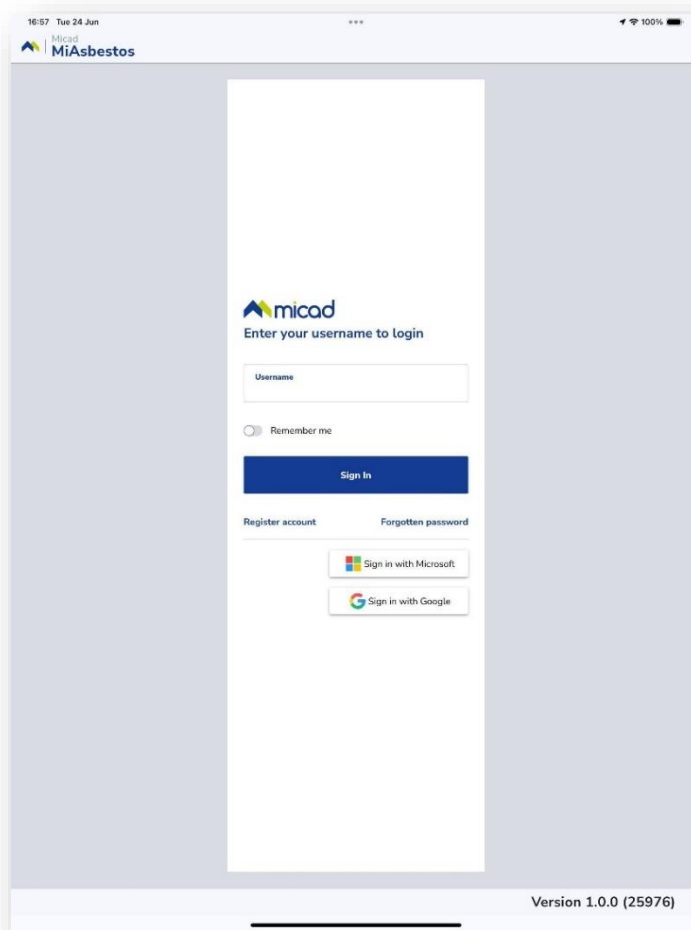
Legacy App (for IPR 3.8)

## Signing into the MiAsbestos App (Micad Pro HUB with internet data connection)

Tap on the Micad MiAsbestos App icon



The App uses the Micad Pro HUB universal login page.



Fill out your email address or use a Single Sign On option if that's available to you.

**Notes.** If you are a contractor or service provider working with more than one Micad client the App will ask you to Select a client. This page will be visible if you have an internet data connection.

The App will not allow simultaneous account sharing. If you are logged in to HUB already on desktop, you will be logged out of that session if you use the same account on the App.

## Accessibility preparations for Micad Pro HUB access

In preparation for access to Micad Pro, you can check access ahead of system onboarding.

The HUB and all of its applications will all reside on micadpro.net

### Check you can access the HUB URLs

#### Whitelists for your IT:

The web domain:

\*.micadpro.net

The email address:

no-reply@micadnotifications.co.uk & no-reply@micadpro.net

### Here's some tests you can do to help validate accessibility

1. *If requested a password reset was made and you didn't receive an email, it may mean you don't have an active account. This is the first check you should do via your system administrator without requiring IT involvement.*

2. *If you cannot access the Micad Pro web address, contact your IT and share the whitelist requirements. Your IT may be blocking unfamiliar websites. Share the whitelist information above with your IT. You can conduct this test ahead of any system upgrade.*

*The "\*" allows Micad to present **any current and future sub-domains** on **micadpro.net** as our product list expands.*

3. *Once you have a Micad Pro, you can test that email address are accepted by your organisation. log in and requesting a password reset. Repeat the same with colleagues that also have known to have active user accounts. If the reset message does not arrive, ask your IT support and share the information above.*

4. *Consider and repeat the same tests for mobile devices if needed*

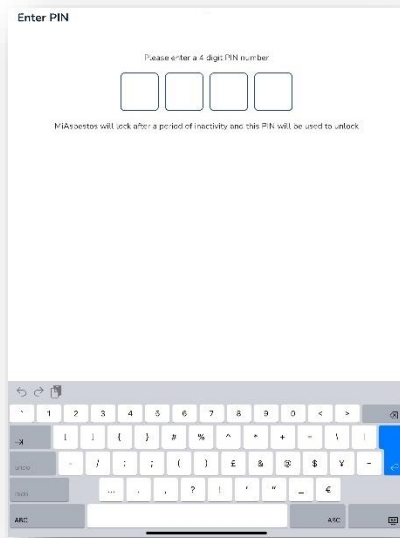


## Signing in to the App

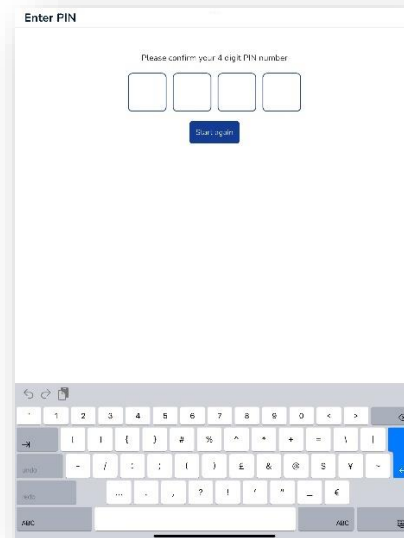
The App uses a PIN number. It provides extra security for user validation for mobile devices that might be left unlocked and unattended and for access into the App when there's no internet data signal.

### Setting the PIN

Set up the App when you have an Internet connection, this will allow you to create a PIN



*Create a PIN*



*Confirm the PIN*

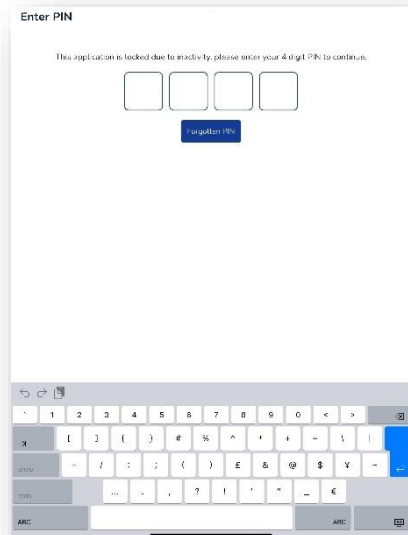
Upon installation, the App will request for a Pin to be set and confirmed. It will ask you for a pin each time you log into a client's Micad Pro system, you can only be logged in to one at once.

**Note.** All aspects of the App will work without internet connection apart from Upload & download and log in.

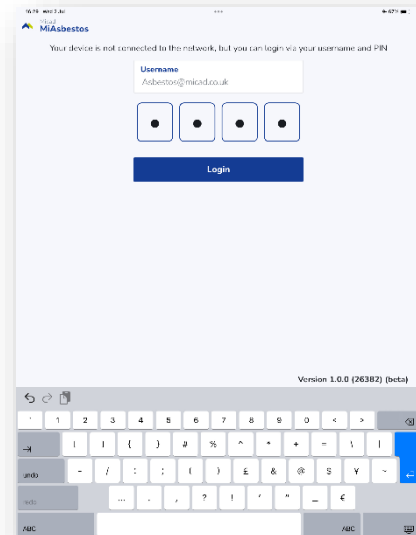
Since the App can work with multiple clients, the PIN entry will return you to the last used system.

## Opening the App – from background via PIN

The App will request the Pin when the devices has been locked or when the internet connection has been lost.



*PIN access after App inactivity*



*PIN entry when there's no Internet*

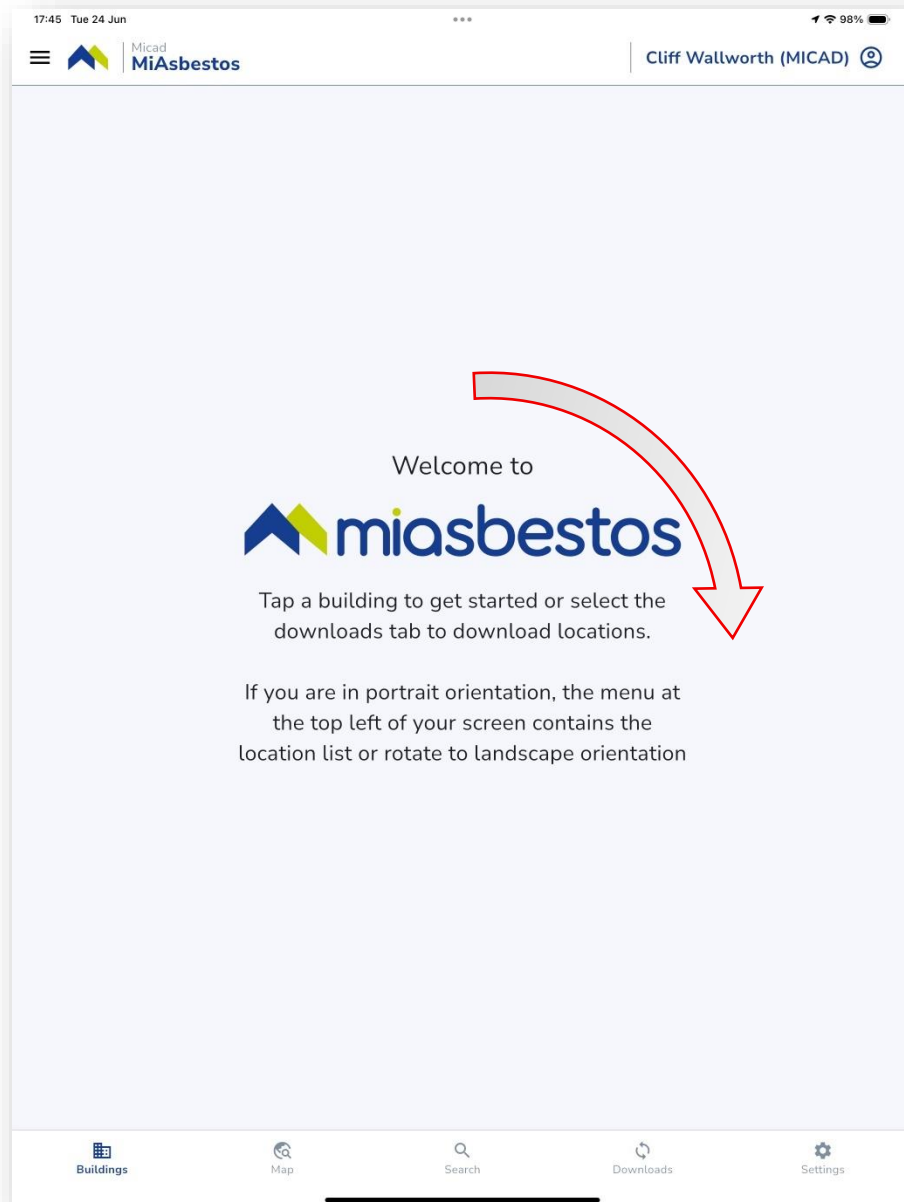
## Forgotten PIN

If you forget your PIN, you will need to have an internet connection with access to Micad Pro HUB to reset it. Here are the steps to follow for PIN reset.

1. Tap Forgotten PIN
2. The App sends a HUB login request where the App can verify the user
3. Enter your Username and Password (or SSO) to Sign in
4. Create and Confirm your new PIN

**Note.** Correcting a forgotten PIN requires internet connection, it cannot be done without account verification which must come from Micad Pro online accounts services.

If you are in Portrait mode, rotate the tablet.

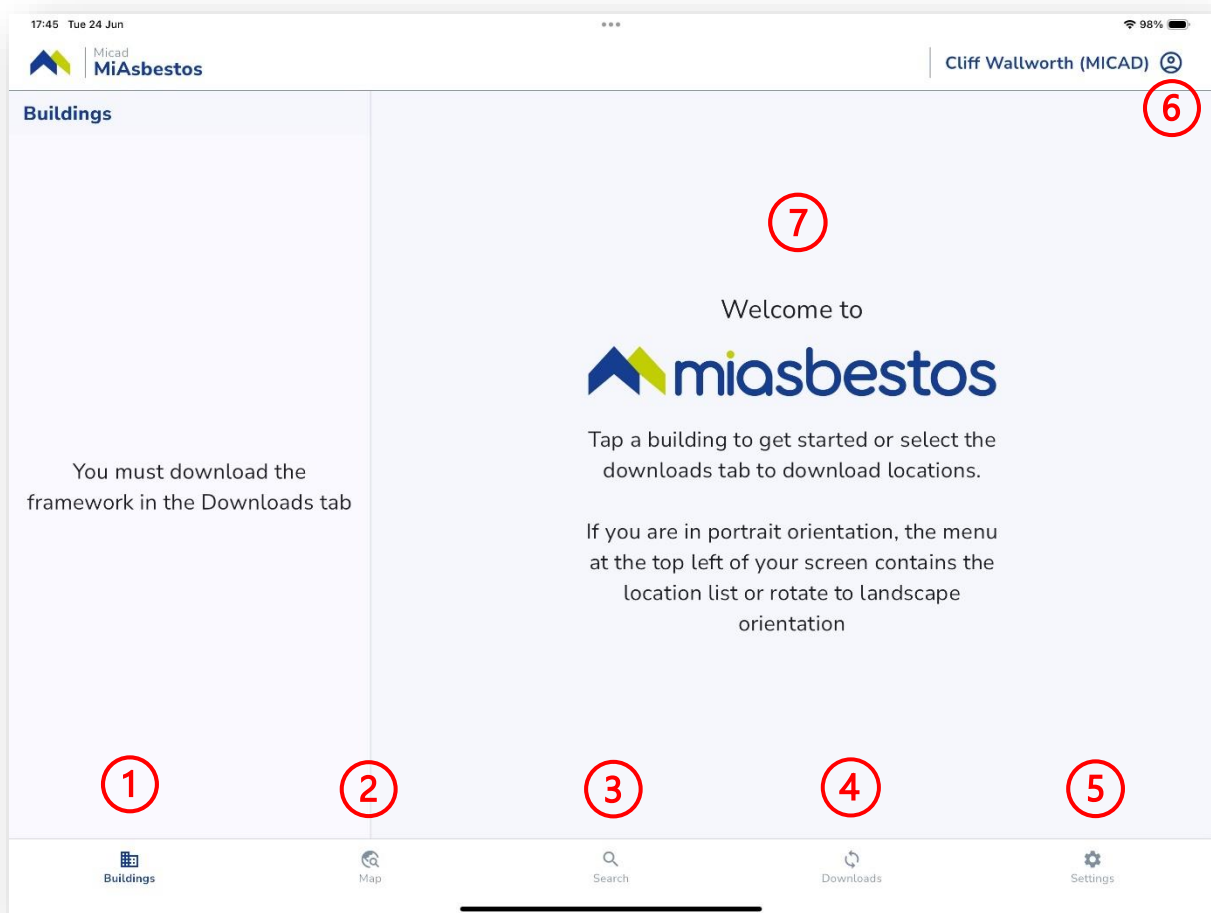


**Note.** The app can be used in either mode, but in Portrait not all screen functions are visible together. For this manual we will use a tablet in Landscape as an example.

When the device is rotated, the left menu will appear fully, and the central article will have its own dedicated area.

## App layout

The screen shows the App in Landscape, in this view the App has just been installed and there's no data yet.

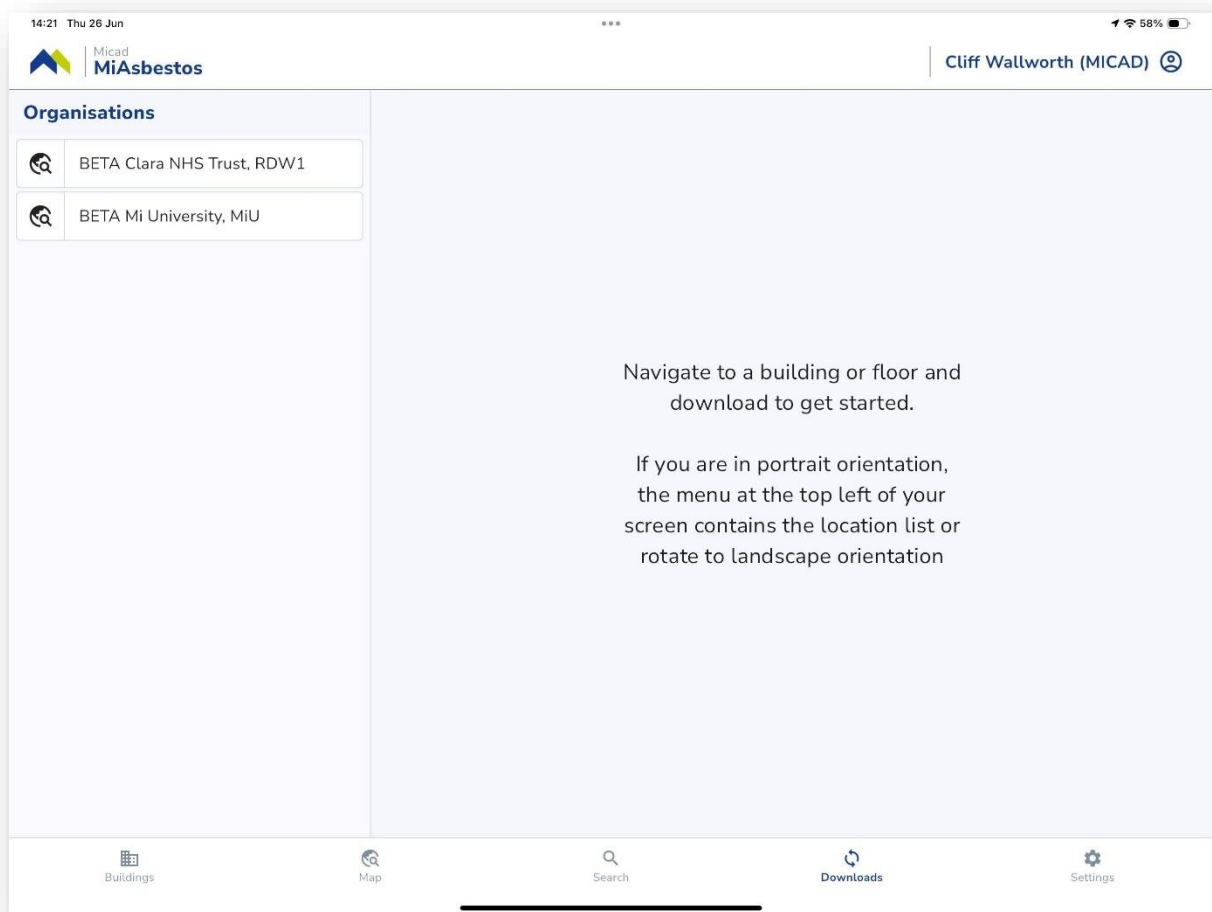


1. Buildings menu, shows all the property that's downloaded from IPR to your App
2. Map view
3. Search
4. Downloads, use this to pick the property (buildings/blocks) that will be used in your survey
5. Settings, check property metrics counts and Asbestos Module configuration settings are downloaded from the client's Micad Pro system
6. Log out and About
7. Central article, this is where the asbestos data will be shown and worked

## Getting started with the App

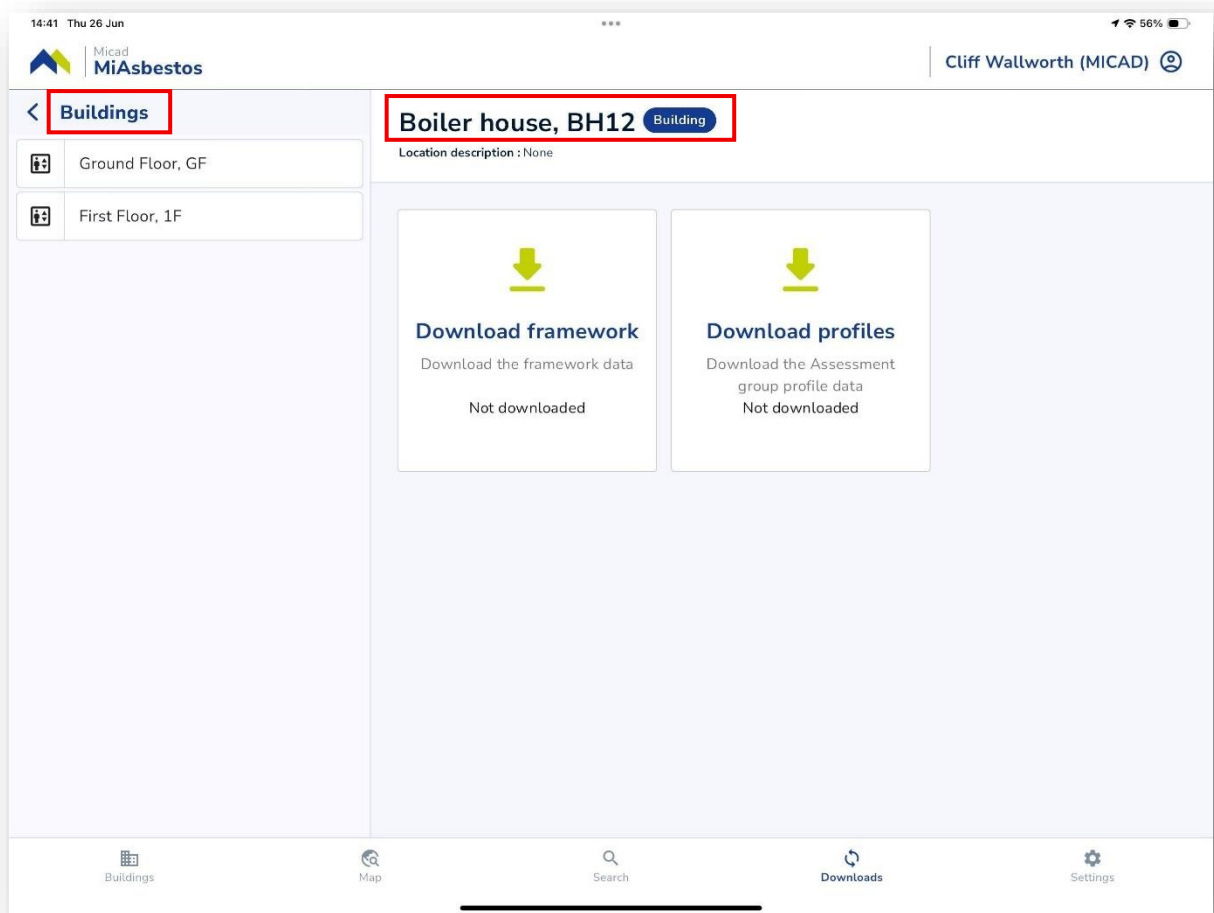
Assuming the App is empty, the first action to take is to Download a selection of property from the Micad IPR.

Tap on Downloads



The property portfolio from IPR will be visible. It will show Regions, Sites and Buildings/Blocks.

Navigate via the left menu, expand the view of the property, down to Buildings



Observe the left menu showing the level of the 5 tier IPR hierarchy (showing Building) and the central article naming the Building/Block to be downloaded to the App.

Tap on Download framework and Download profiles.

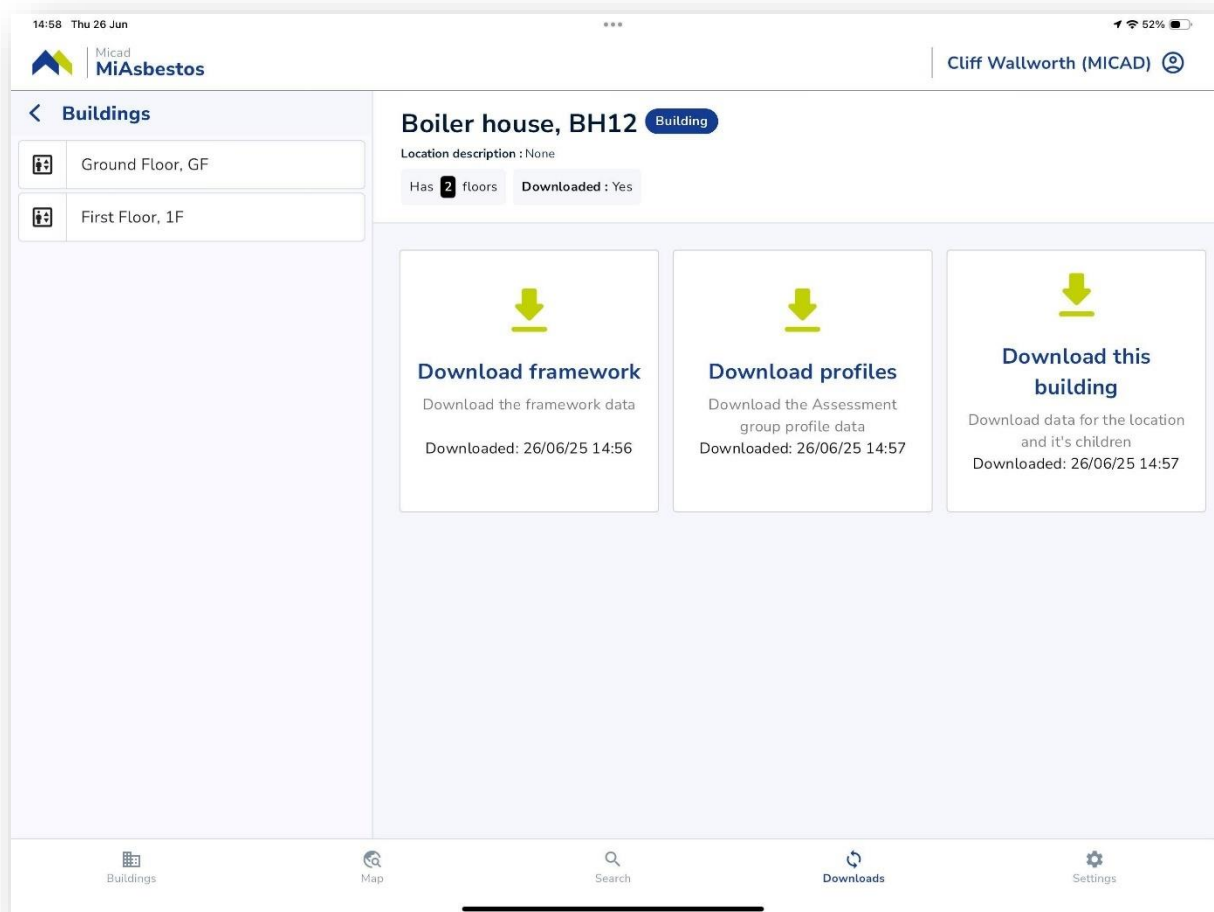
**Note.** Since the App has no data yet, the Asbestos Module configuration needs downloading at least once. The App will not show the “Download this building button” until the Framework is loaded.

The framework and profiles button needs only to be downloaded once, for future property downloads these buttons will not need to be pressed

Once Downloaded, you can see the button face displays a status “Downloaded” and the date and time stamps for when the configuration from the Asbestos Module was synchronised.

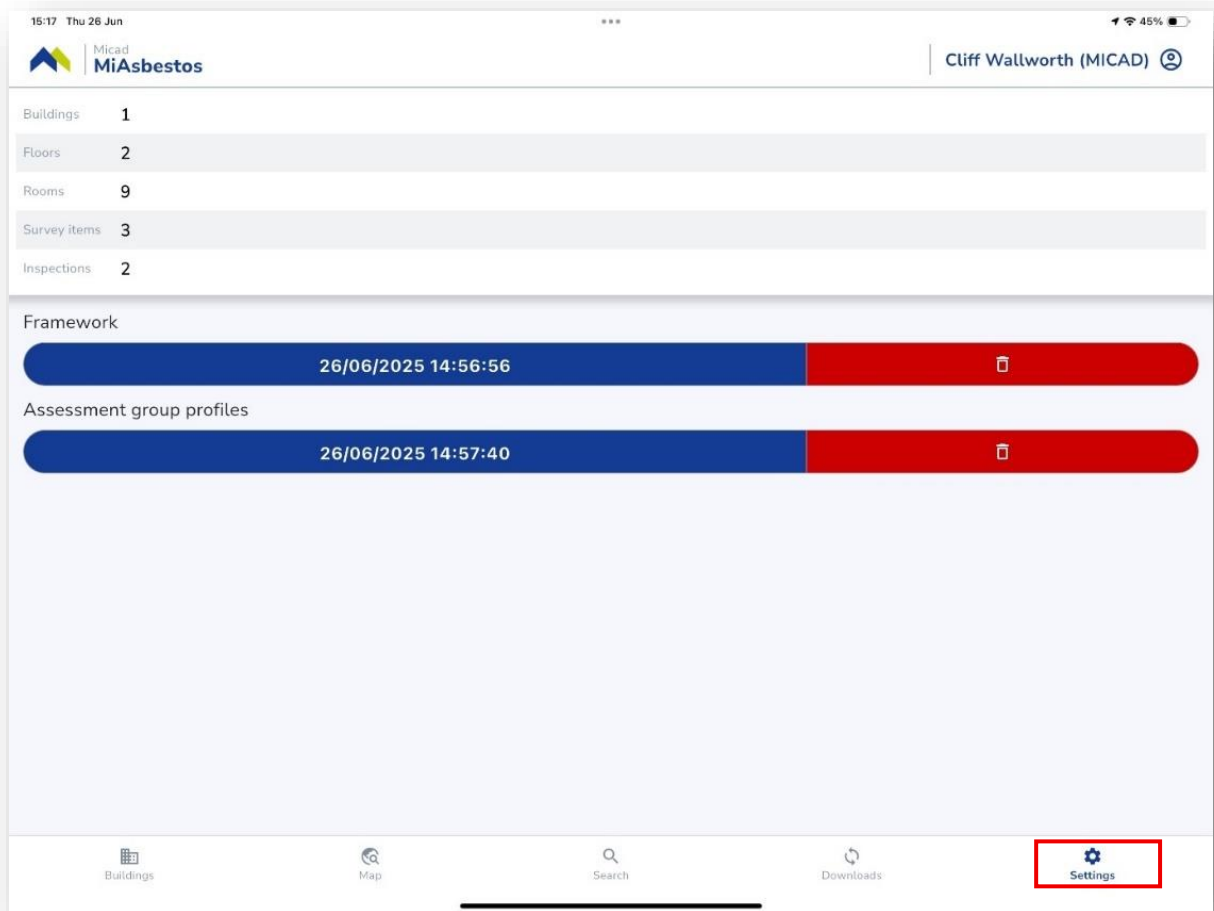
Now a third button will appear to Download this building.

Tap Download this building



The App has now downloaded its configuration and a single building.

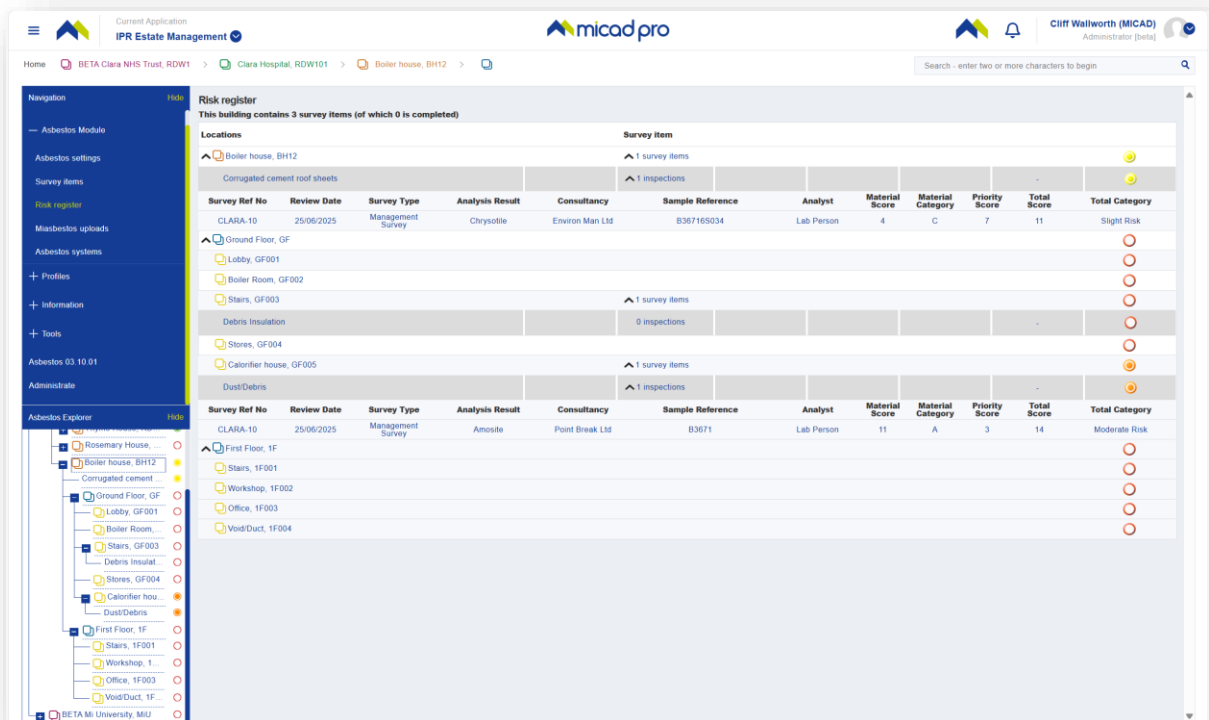
Use the Settings button to check that the App has the relevant data to start surveying, you can review the Buildings menu together with and the stats shown here.



My example building shows key primary data from IPR and Asbestos Module. 1 building with 2 floors, 9 rooms, 3 survey items and 2 inspections.



The data recorded in IPR can be viewed using the Risk Register and Asbestos Explorer.



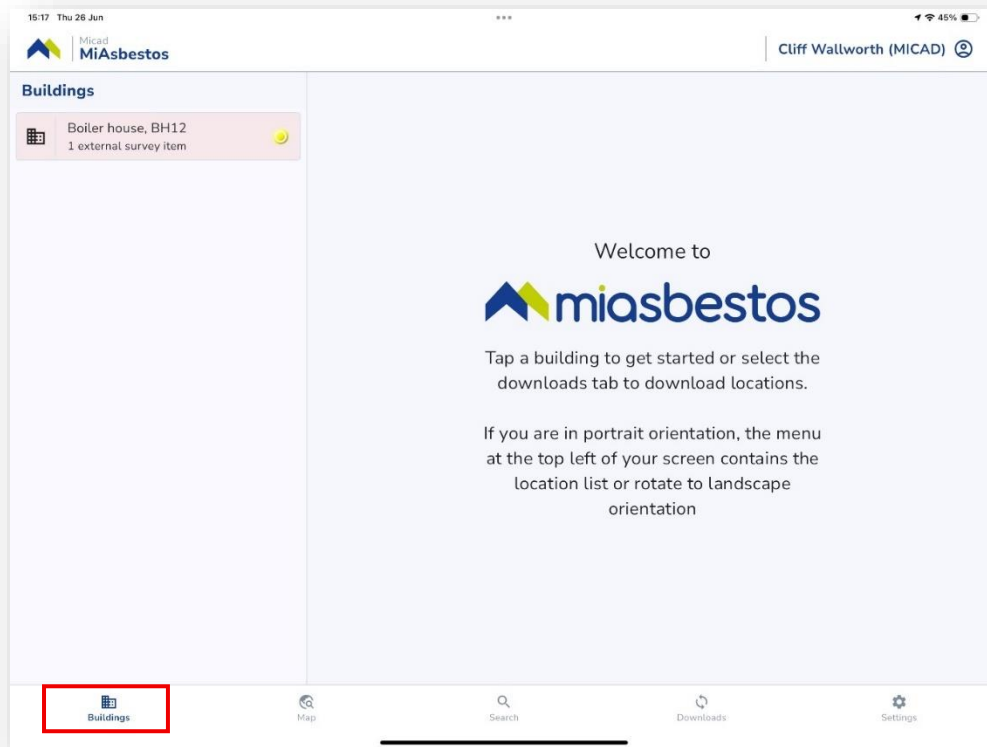
You can check the Asbestos Module. This process could be part of your desktop review prior to any survey works.

The Risk Register shows, the Boiler House BH12 has 2 floors, 9 rooms, 3 survey items, 2 with inspections and 1 item without inspection.

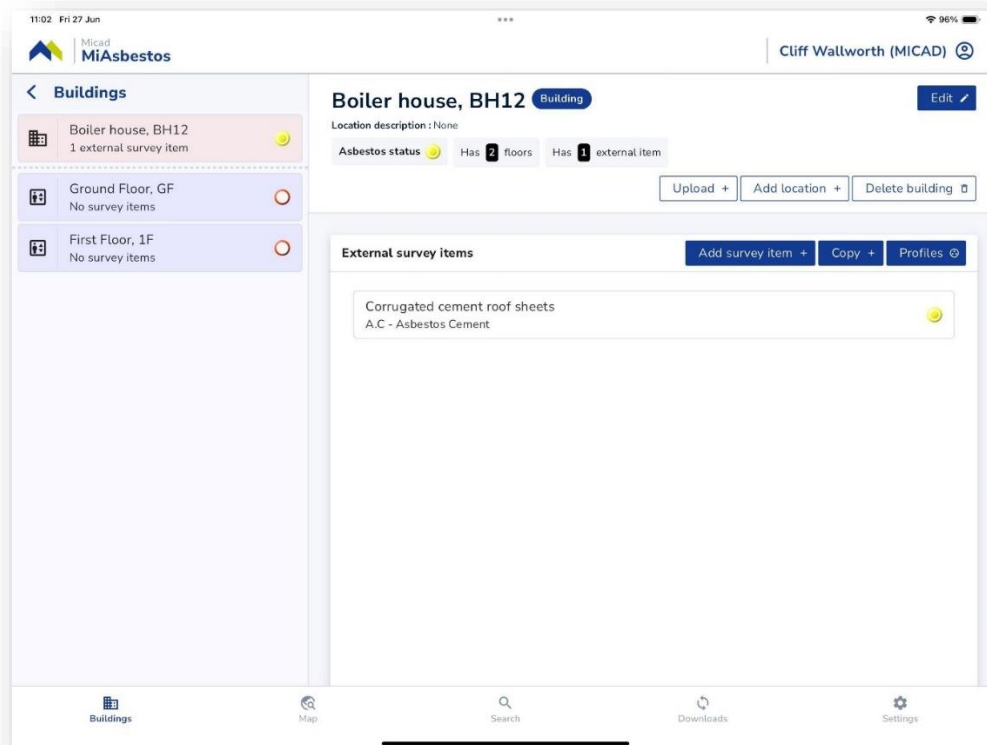
All of this structure and data has been passed to the App.

**Note.** Do not alter the IPR property structure while the surveyor has data active in the App.

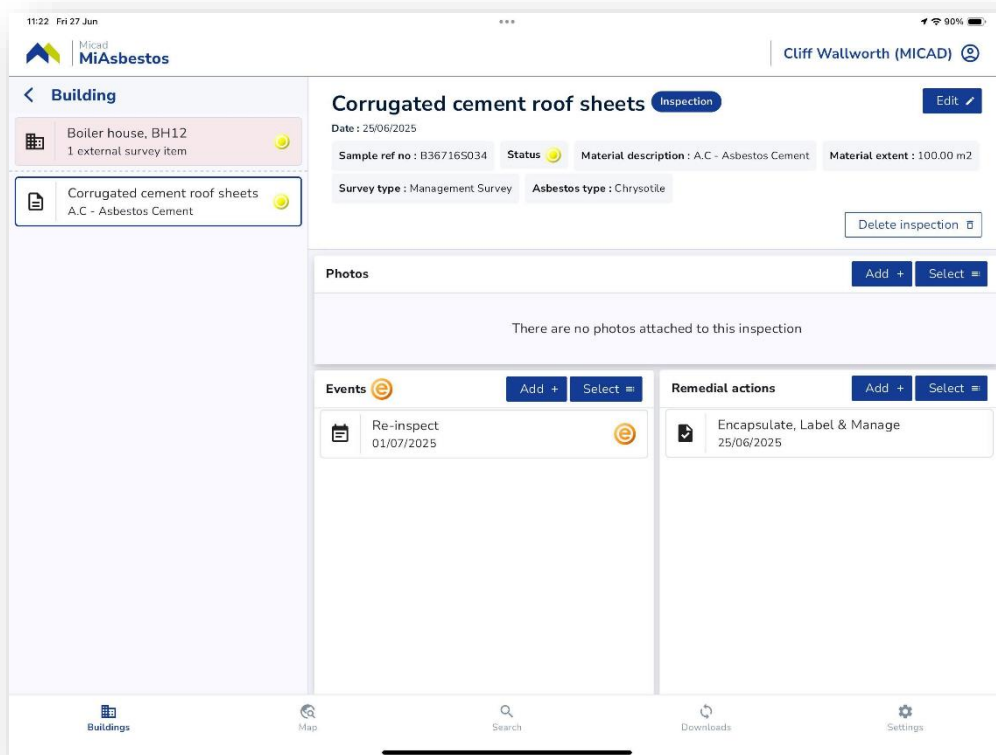
Tap on the Buildings button to start your survey



Use the left menu to navigate the property list.



Tap on the survey items to review and edit

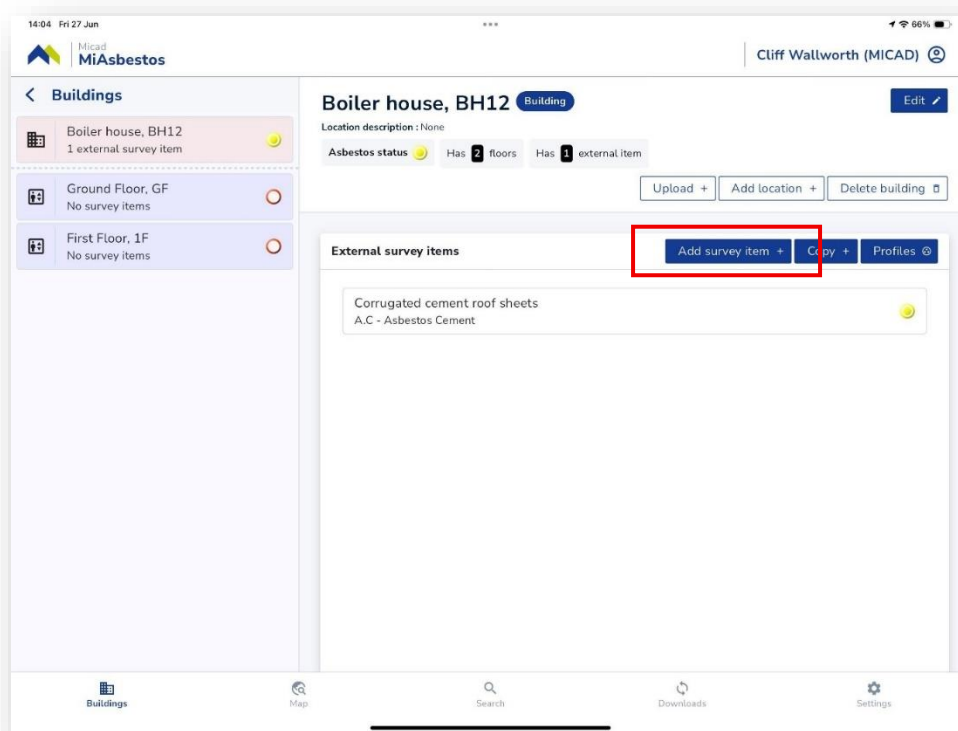


## Creating a new survey item

Using the left menu from the Buildings button, navigate to the location where you have observed the item.

**Note.** For the Micad Asbestos register, external items are recorded at building/block level. For internal items record these at room level.

Tap the Add survey item + button



Fill out the New survey item details. The mandatory fields requiring input show a red boundary, the item can not be saved until these fields are satisfied.

The screenshot shows the 'New survey item' form with the following fields and their states:

- Reference number: Empty text input field.
- Description (required): Empty text input field with a red border.
- Material description (required): Dropdown menu with the text 'please select a material description' and a red border.
- Position/location: Empty text input field.
- Material extent (required): Empty text input field.
- Dimension (required): Dropdown menu with the text 'please select a dimension' and a red border.
- Plan to inspect: Toggle switch, currently off.
- No access: Toggle switch, currently off.
- No access reason: Dropdown menu with the text 'Select a no access reason'.
- Is removed?: Radio button, currently unselected.

A 'Save' button is located at the bottom right of the form.

Tap Save to create the new survey item

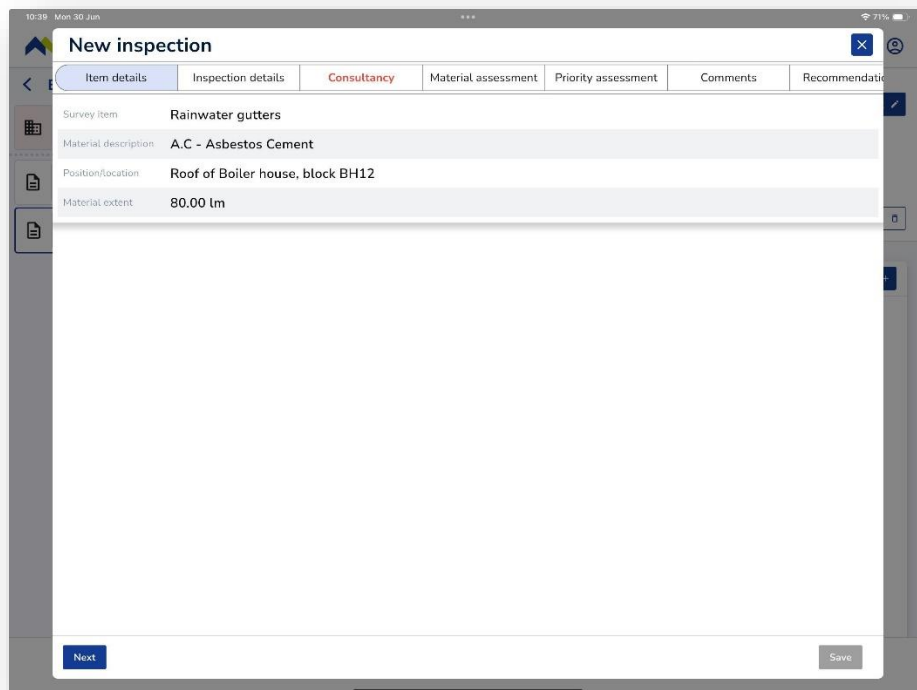
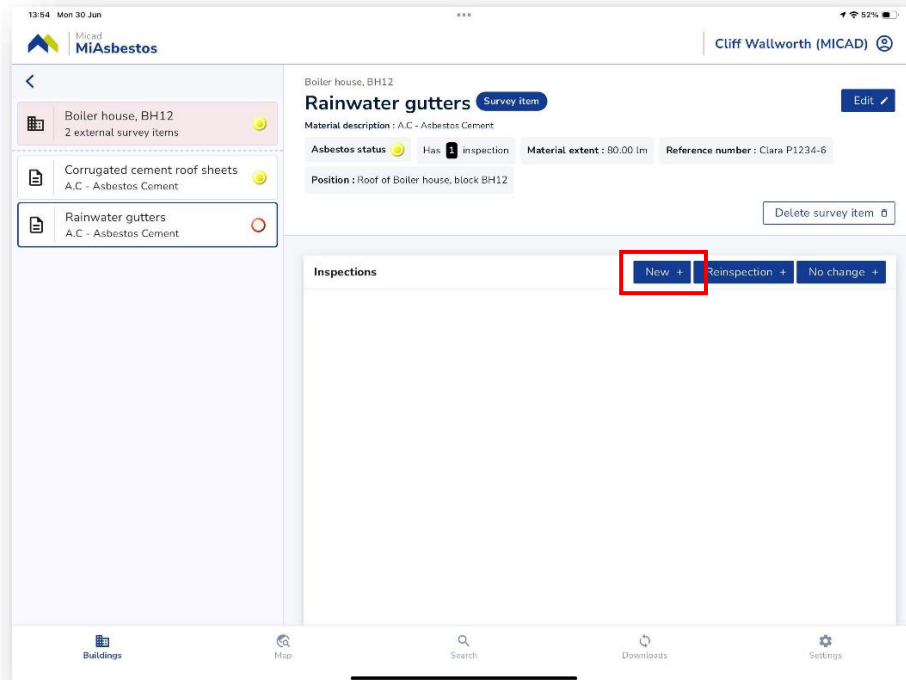
The screenshot shows the 'New survey item' form with the following fields and their states:

- Reference number: Text input field containing 'Clara P1234-6'.
- Description (required): Text input field containing 'Rainwater gutters'.
- Material description (required): Dropdown menu containing 'A.C - Asbestos Cement' with a red 'X' icon.
- Position/location: Text input field containing 'Roof of Boiler house, block B12'.
- Material extent (required): Text input field containing '80'.
- Dimension (required): Dropdown menu containing 'lm' with a red 'X' icon.
- Plan to inspect: Toggle switch, currently off.
- No access: Toggle switch, currently off.
- No access reason: Dropdown menu with the text 'Select a no access reason'.
- Is removed?: Radio button, currently unselected.

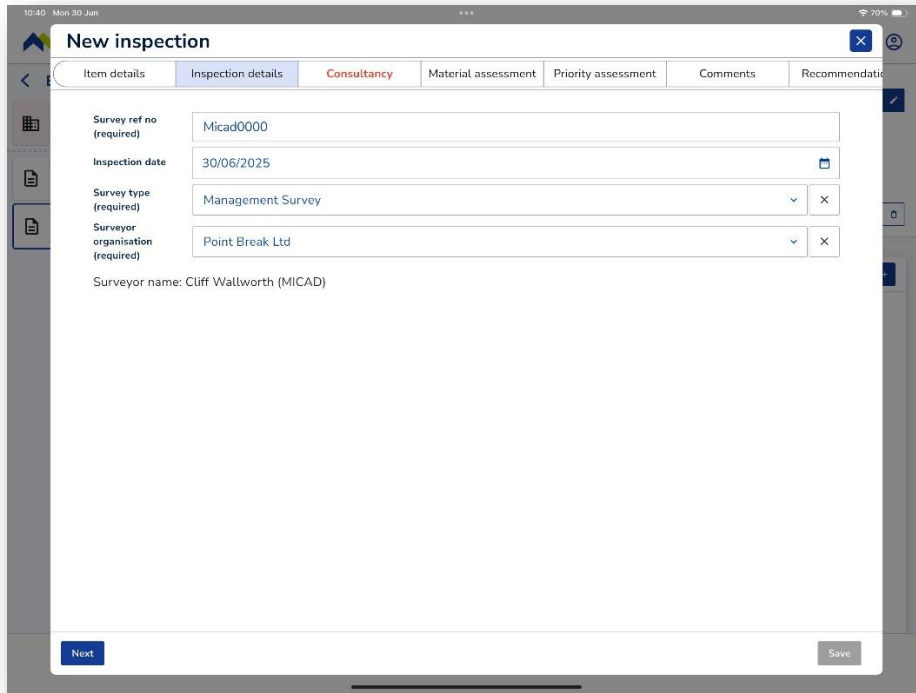
The 'Save' button at the bottom right is now highlighted in blue.

## Creating a new inspection

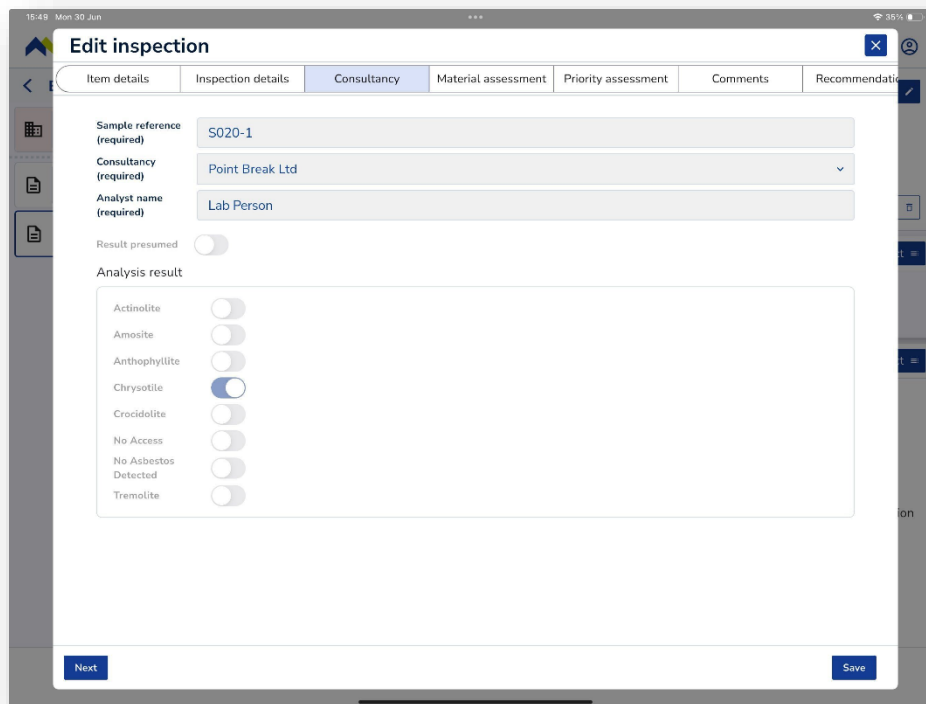
Select the item from the left menu then, tap on the new New + button to start your inspection



Working on the tabs across the top of the New inspection, from left to right



Tabs showing red are require input to create the minimum input before Save can be used.



Fill out the factor scores for positive findings for Material and Priority assessments.

**New inspection**

Item details | Inspection details | Consultancy | **Material assessment** | Priority assessment | Comments | Recommendation

Formula: **M+ED+ST+AT**

Score: **4**

Category: **C**

**No Asbestos detected**

Material	Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints, or decorative finishes, asbestos cement etc).	1
Extent of Damage	Low Damage: Few scratches or surface marks, broken edges on boards, tiles etc	1
Surface Treatment	Enclosed sprays and lagging, A.I.B. (with exposed face painted or encapsulated), asbestos cement sheets etc	1
Asbestos Type	Serpentine (Chrysotile, White Asbestos)	1

Next Save

For NAD items, save input time by tapping the No Asbestos detected

**New inspection**

Item details | Inspection details | Consultancy | Material assessment | **Priority assessment** | Comments | Recommendation

Formula: **OA+average(L,A,EM)+average(NO,FU,AU)+average(MA,FM)**

Score: **6**

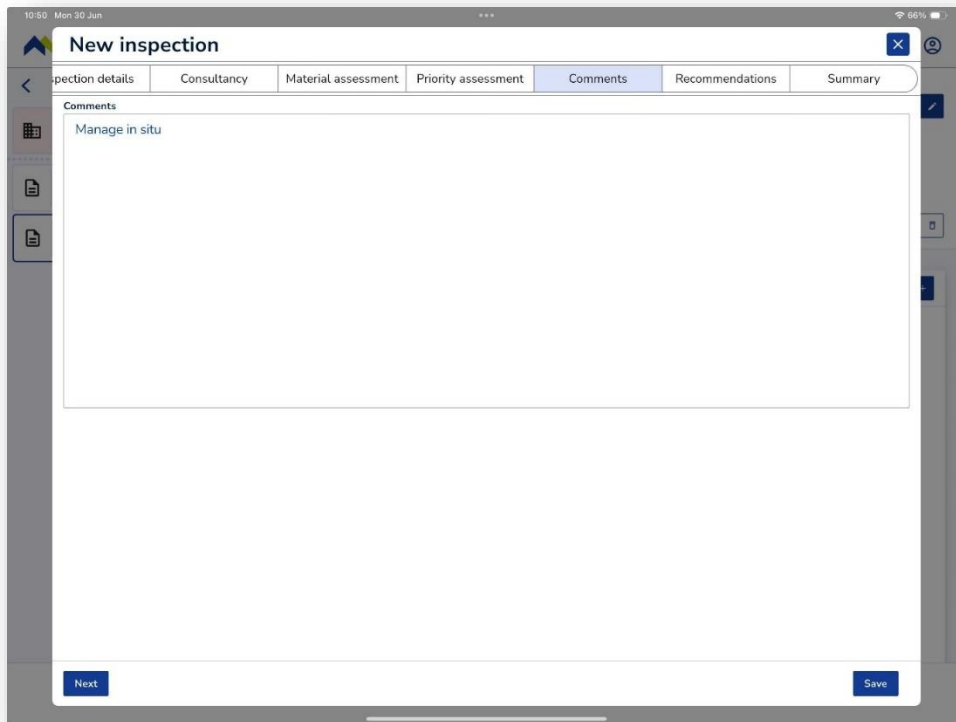
**No Asbestos detected**

Main Type of Activity	Low disturbance activities (eg office type activity)	1
Location	Rooms up to 100 sq.m	2
Accessibility	Usually inaccessible or unlikely to be disturbed	0
Extent of Material	>10m <sup>2</sup> to 50m <sup>2</sup> or >10m to 50m pipe run	2
Number of Occupants	4 to 10	2
Frequency of use	Weekly	2
Average time is in use	>3 to < 6 hours	2
Maintenance Activity	Low disturbance (eg changing light bulbs in AIB ceiling)	1
Frequency of maintenance activity	>1 per year to < 1 per month	2

Next Save

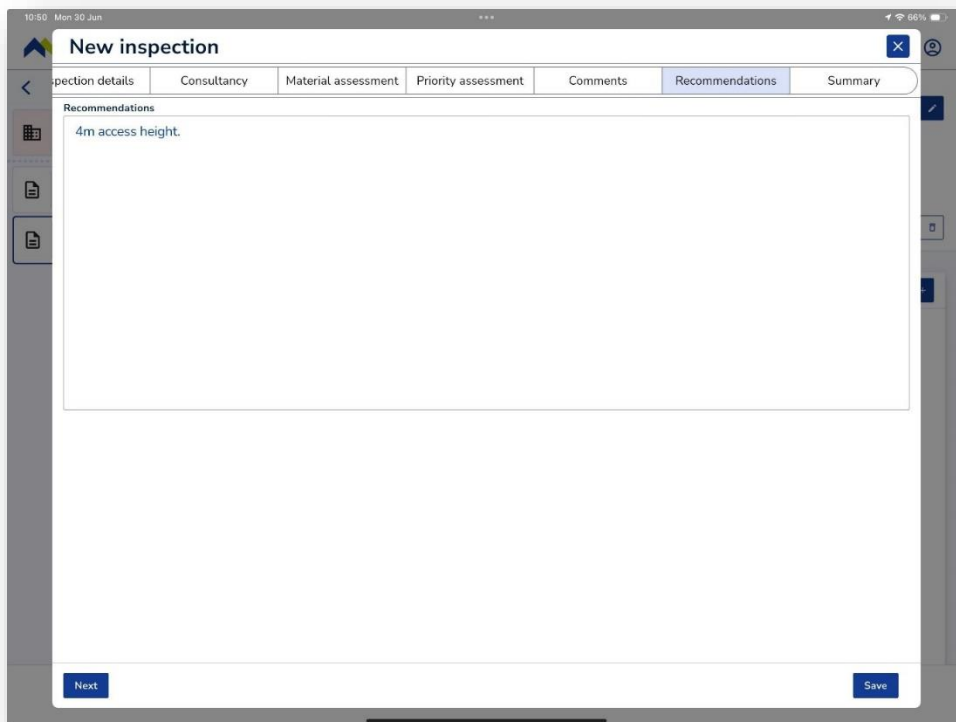


Enter any relevant Comments and Recommendations.



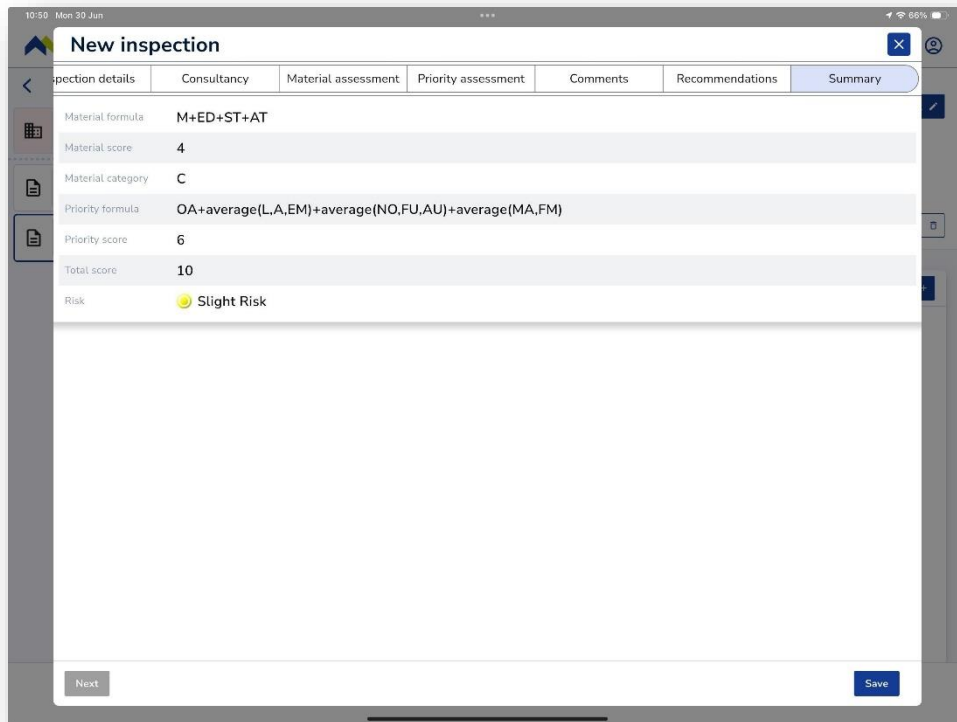
The screenshot shows a mobile application interface for a 'New inspection'. At the top, there is a title bar with the text 'New inspection' and a close button. Below the title bar is a horizontal menu with several tabs: 'Inspection details', 'Consultancy', 'Material assessment', 'Priority assessment', 'Comments', 'Recommendations', and 'Summary'. The 'Comments' tab is currently selected and highlighted. The main content area is a large text input field containing the text 'Manage in situ'. At the bottom of the screen, there are two buttons: 'Next' on the left and 'Save' on the right. The status bar at the very top shows the time '10:50', the date 'Mon 30 Jun', and the battery level '66%'.

Use these fields to support the surveyor or make a proposal during the assessment. These are notes fields, not diarised remedial actions. Use Remedial Actions feature to provide diary events



The screenshot shows the same mobile application interface as the previous one, but with the 'Recommendations' tab selected. The main content area is a large text input field containing the text '4m access height.'. The 'Next' and 'Save' buttons are still visible at the bottom. The status bar at the top shows the time '10:50', the date 'Mon 30 Jun', and the battery level '66%'.

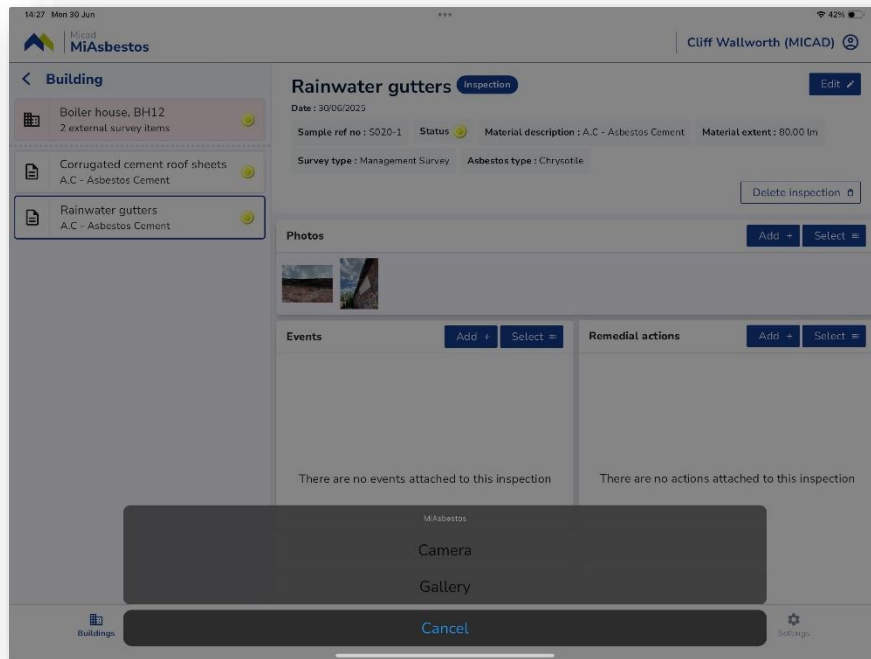
The Summary confirms the overall score, algorithm and risk rank



Tap Save to complete the inspection record

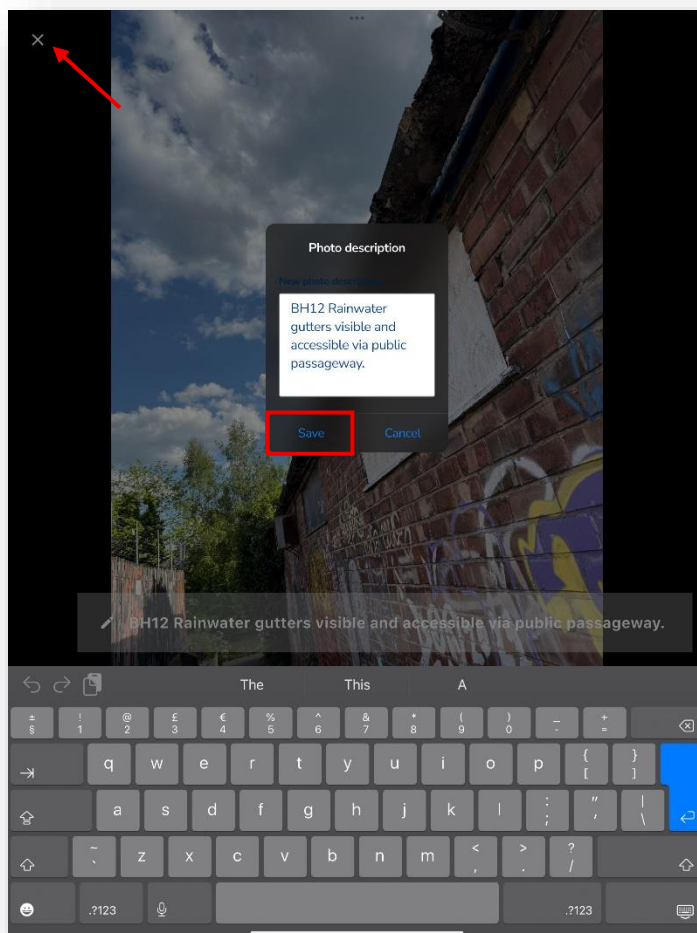
## Adding photos to an inspection

Once the inspection is created you can add photos from either the mobile device camera or photo local galley. Tap Add + and choose Camera or Galley.



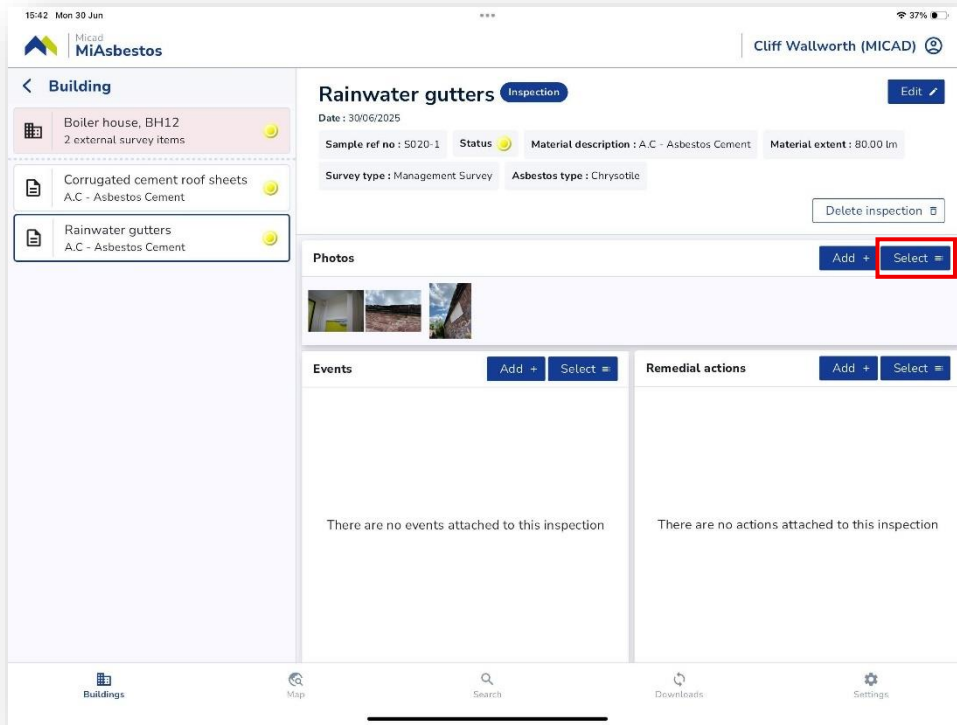
**Note.** The description text is not visible in the App summary but adding a description to the photos will add meaning and value to the client's data when viewed it is uploaded to Micad asbestos register and becomes visible to Micad Portals users.

Tap on the photo to add a description. Click the Pen icon to type.

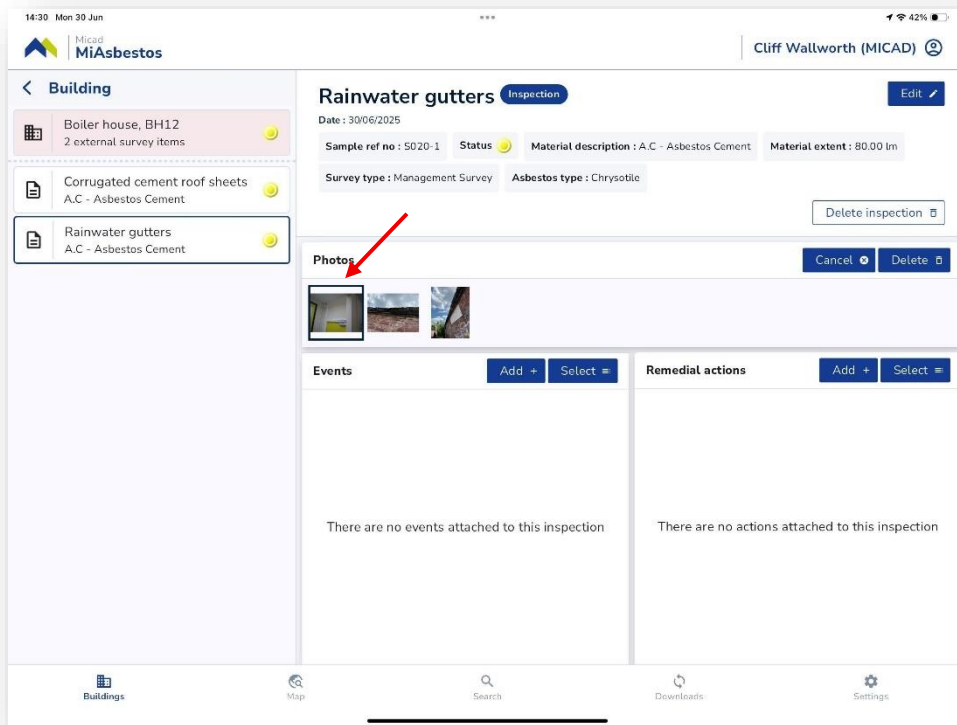


Enter your description into the text box, tap Save and close with the X in the top left of the photo.

To delete a photo tap Select



Tap the photo to be deleted then Delete



## Adding reinspection events

From the inspection summary, tap on Add + in the Events section

The screenshot shows the 'Add event' form with the following details:

- Date created:** 30/06/2025
- Date due:** Day: 30, Month: June, Year: 2026. Quick links: +6m, +1y, +2y, +3y.
- Event type (required):** Re-inspect
- Event completed?:**
- Comments:** (empty text area)
- Save** button at the bottom right.

Fill out the due date, and select the event type. You can use the quick links for setting the future dates or set the specific dates via the controls. Tap Save when done.

You can add more than one event if feel it is necessary. For additional Events you will be asked if you want to suppress its prior event. Answer No, if you planning multiple reminders on incremental dates.

## Adding Remedial Actions to inspections

From the inspection summary, tap on Add + in the Actions section

The screenshot shows the 'Add action' form with the following details:

- Start date:** 30/06/2025
- End date:** Day: 30, Month: June, Year: 2026. Quick links: +6m, +1y, +2y, +3y.
- Action type (required):** Label, Maintain & Manage Annually
- Action description:** (empty text field)
- Contractor:** Contractor Required
- Status:** In Progress
- Estimated cost:** 0.00
- Final cost:** 0.00
- Project reference:** (empty text field)

Fill out the start and end dates and select an Action type. You can use the quick links for setting the future dates or set the specific dates via the controls. Tap Save when done.

You can add more than one event if feel it is necessary.

## Remedial Actions list content

As a user of the App you will see a list of the available Remedial Actions. The list is not fixed, it originates from the configuration of the Client's Asbestos Module system. Since remediation comes at a cost, clients may choose to tame the content. The App therefore does not allow ad hoc unwarranted entries.

During the survey the assessor should propose one or more remediation plans and in doing so, set start and end dates for the works

The screenshot shows a mobile application interface for adding a remedial action. The form is titled "Add action" and includes the following fields and options:

- Start date:** 08/07/2025
- End date:** 08/07/2025
- Action type (required):** A dropdown menu is open, displaying the following options:
  - Access only by Permit-to-work
  - Encapsulate Repaired Section
  - Encapsulate, Label & Manage
  - Inspect when possible
  - Label & Inspect
  - Label, Maintain & Manage Annually
  - Mark Area as out of bounds
  - Removal of Debris from Floor, wall etc. with type H vacuum (If extensive then by licensed contractor)
  - Remove under Controlled Conditions by Approved Contractor.
  - Sample prior to Intrusive works
  - Survey prior to Intrusive works

A "Save" button is located at the bottom right of the form.

**Note.** If the list needs to be edited or show more options, contact the Client's Asbestos Module administrator. Once the changes are made in the Asbestos Module, be sure to update the App's Framework and Profiles so that they can then be used.

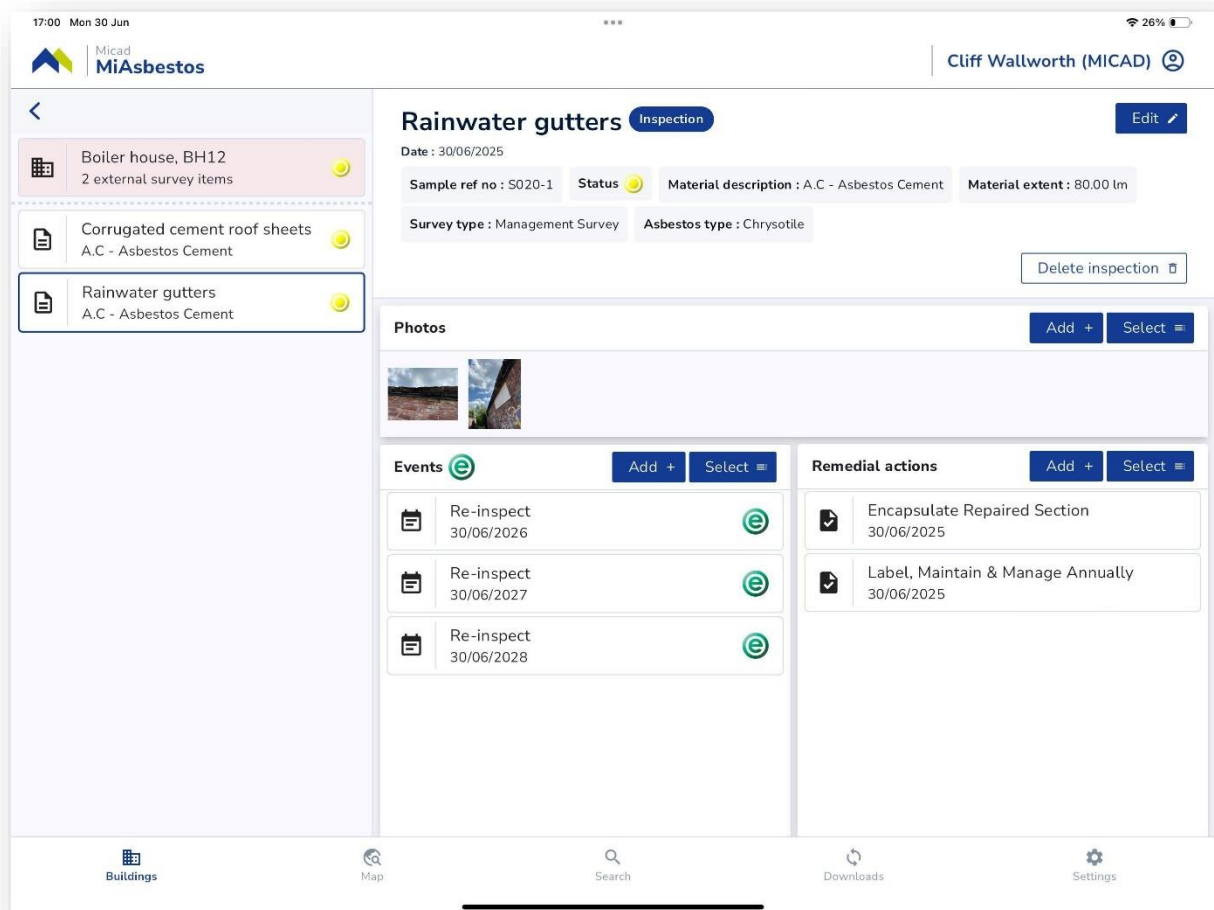


## The complete inspection from start to finish

A complete inspection would have all its identification criteria with photo(s), inspection data, Material Priority assessment.

Positive ACMs (Risk scores over zero) should have diary event(s) and suggested remedial works

Comments and Recommendations help visualise and plan for any returning work



**Note.** A positive ACM with no planned reinspection event will fail the Micad Asbestos Module's dashboard compliance checks. Micad clients are likely to seek rework if these are not included.

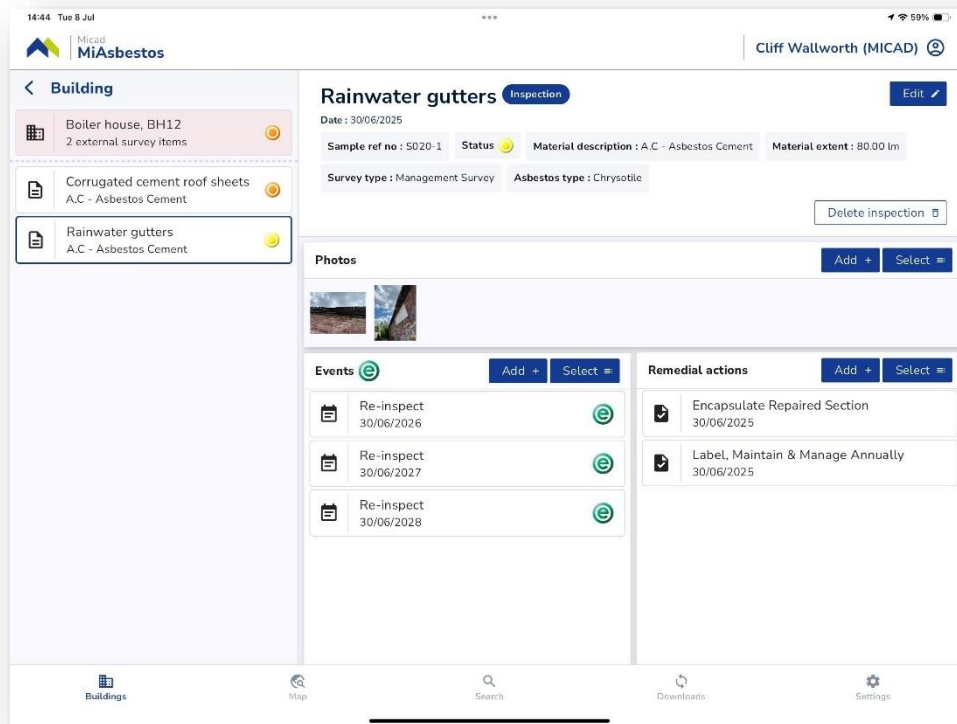
Observe that Comments, Recommendations, Remedial Actions are text entries recorded within an inspection and do constitute a legitimate diarised Reinspection event. Be sure to use the Events feature to add a programme of re-inspections that the client will be able to use in the Micad Asbestos Register.

## Editing an inspection

Use this feature to correct your own data, if there's further details to add to one of your inspections or to correct mistakes in your data.

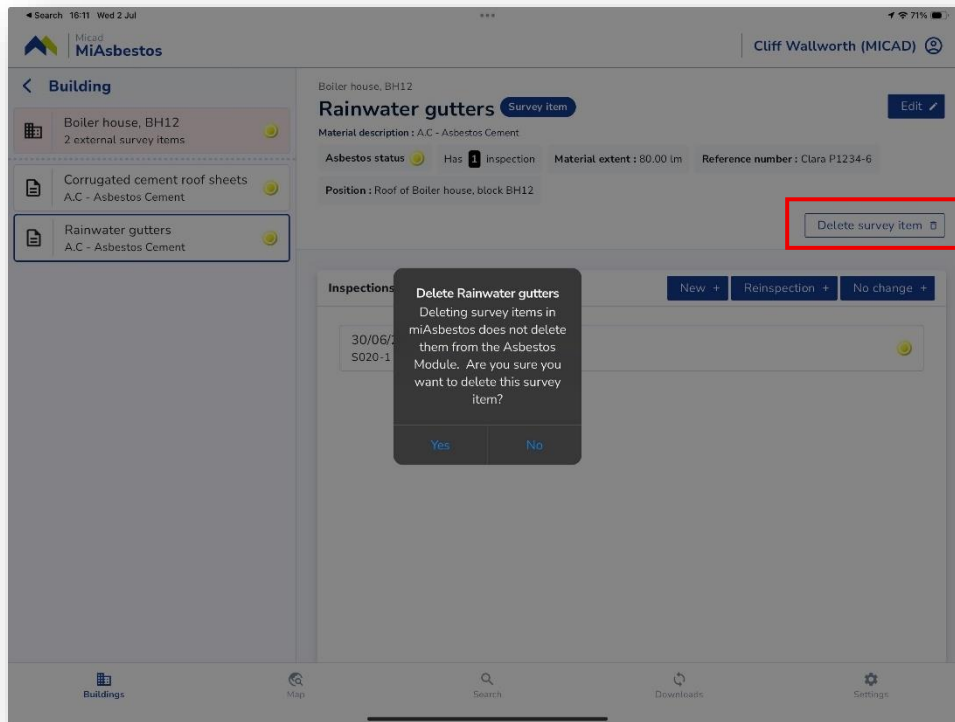
**Note.** Altering original historic records not a method for re-inspection. Editing an original inspection would cause the client to lose the original authentic history of a survey item.

To edit an inspection, tap on Edit



## Deleting a survey item

To delete a survey item, select the item then tap Delete survey item.



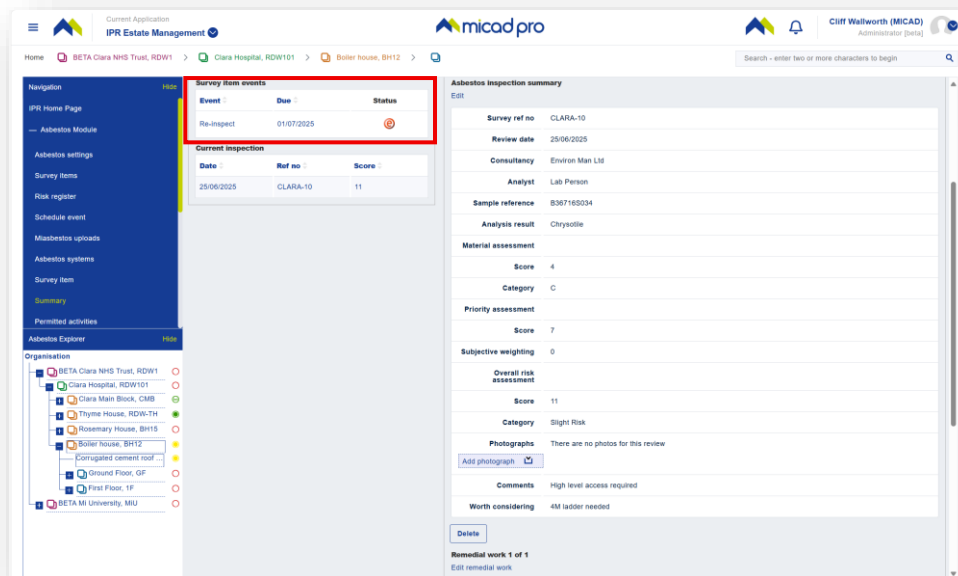
Confirm, Yes or No.

**Note.** Observe the confirmation message, this action is removing an item and its inspection data only from the App.

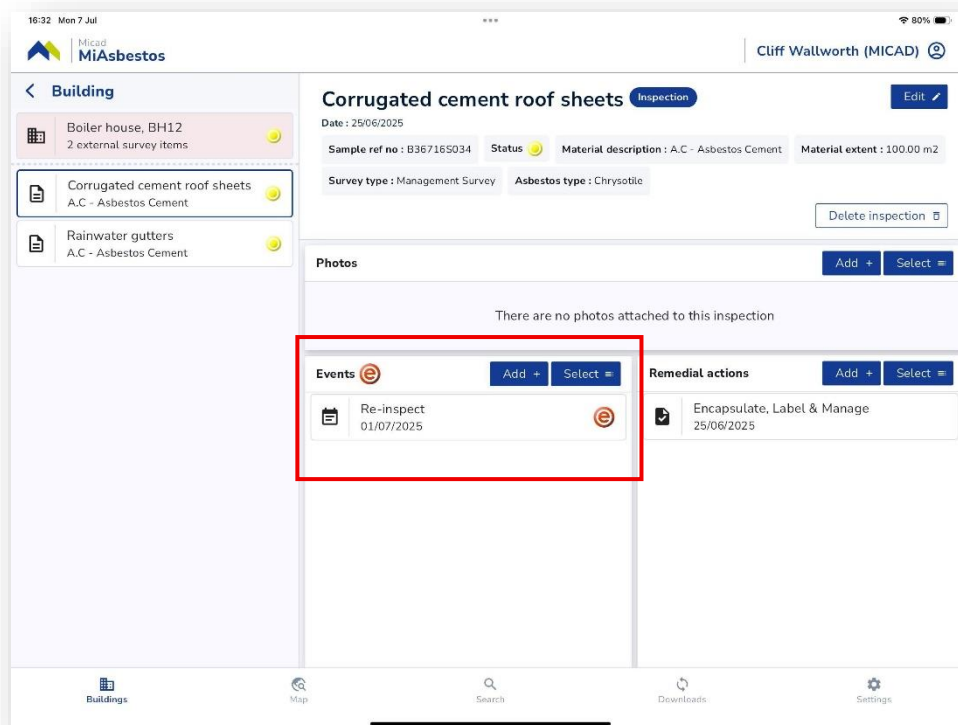
## Re-inspections

To reinspect an existing item from the Micad Asbestos Module data, download and synchronise the App data.

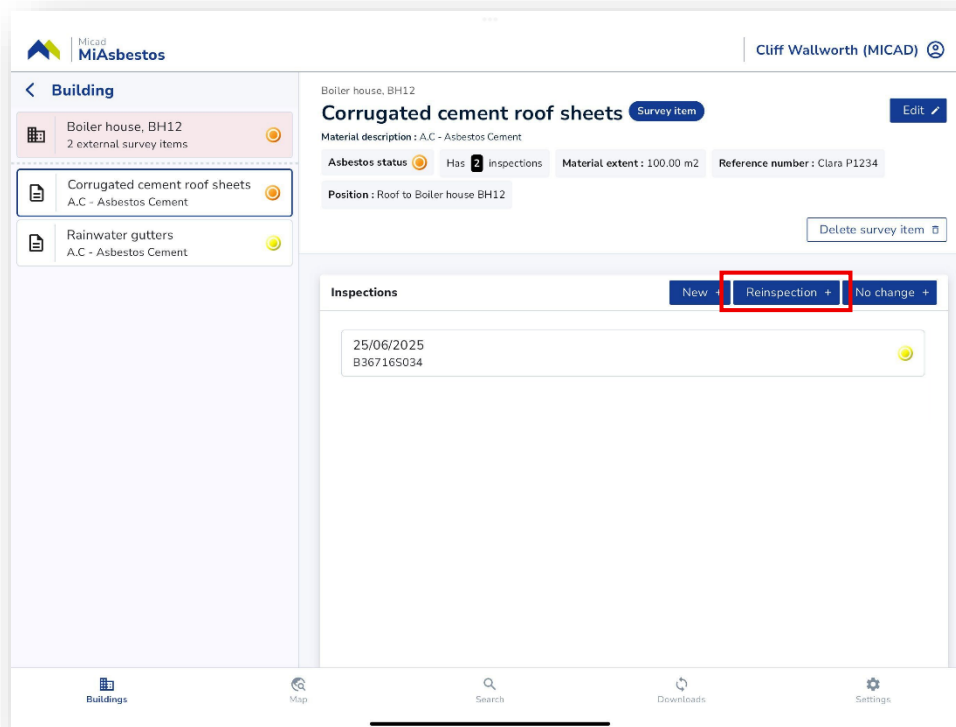
In the Asbestos Module view, the Cement roof sheets item is overdue re-inspection



The App view below shows this under the Events section of the item



To start the re-inspection process on the App, from the left menu select the item and tap on the Reinspection + button



Step through the Reinspection tabs needed, making changes pertinent to the survey observations. For integrity reasons, some fields should not be altered. Item details cannot be changed (*Black solid text*)

16:48 Mon 7 Jul 76%

### Reinspection

Item details | Inspection details | Consultancy | Material assessment | Priority assessment | Comments | Recommendation

Survey item: **Corrugated cement roof sheets**

Material description: **A.C - Asbestos Cement**

Position/location: **Roof to Boiler house BH12**

Material extent: **100.00 m2**

Next Save

Inspection details can be updated (*Blue text, white background*) as findings are required

16:48 Mon 7 Jul 76%

### Reinspection

Item details | **Inspection details** | Consultancy | Material assessment | Priority assessment | Comments | Recommendation

Survey ref no (required): CLARA-10

Inspection date: 07/07/2025

Survey type (required): Management Survey

Surveyor organisation (required): Point Break Ltd

Surveyor name: Fred Smith

Next Save

Consultancy findings cannot be changed during a reinspection (*Blue text, greyed background*)

16:48 Mon 7 Jul

### Reinspection

Item details | Inspection details | **Consultancy** | Material assessment | Priority assessment | Comments | Recommendation

Sample reference (required): B36716S034

Consultancy (required): Environ Man Ltd

Analyst name (required): Lab Person

Result presumed:

Analysis result:

- Actinolite:
- Amosite:
- Anthophyllite:
- Chrysotile:
- Crocidolite:
- No Access:
- No Asbestos Detected:
- Tremolite:

Next Save

The Material assessment allows changes relevant to condition factors (*Blue text, white background*)

16:48 Mon 7 Jul

### Reinspection

Item details | Inspection details | Consultancy | **Material assessment** | Priority assessment | Comments | Recommendation

Formula: M+ED+ST+AT

Score: 4

Category: C

Material	Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints, or decorative finishes, asbestos cement etc.)	1
Extent of Damage	Low Damage: Few scratches or surface marks, broken edges on boards, tiles etc	1
Surface Treatment	Enclosed sprays and lagging, A.I.B. (with exposed face painted or encapsulated), asbestos cement sheets etc	1
Asbestos Type	Serpentine (Chrysotile, White Asbestos)	1

Next Save

In this example the Condition had deteriorated since the original inspection

**Reinspection**

Item details | Inspection details | Consultancy | **Material assessment** | Priority assessment | Comments | Recommendation

Formula: **M+ED+ST+AT**

Score: **6**

Category: **C**

Material	Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints, or decorative finishes, asbestos cement etc).	1
Extent of Damage	Moderate/Medium Damage: Significant breakage of material or several small areas where material has been damaged revealing loose asbestos fibres	2
Surface Treatment	Unsealed A.I.B. or encapsulated lagging and sprays	2
Asbestos Type	Serpentine (Chrysotile, White Asbestos)	1

Next Save

The Priority assessment allows changes to all the situational factors

**Reinspection**

Item details | Inspection details | Consultancy | Material assessment | **Priority assessment** | Comments | Recommendation

Formula: **OA+average(L,A,EM)+average(NO,FU,AU)+average(MA,FM)**

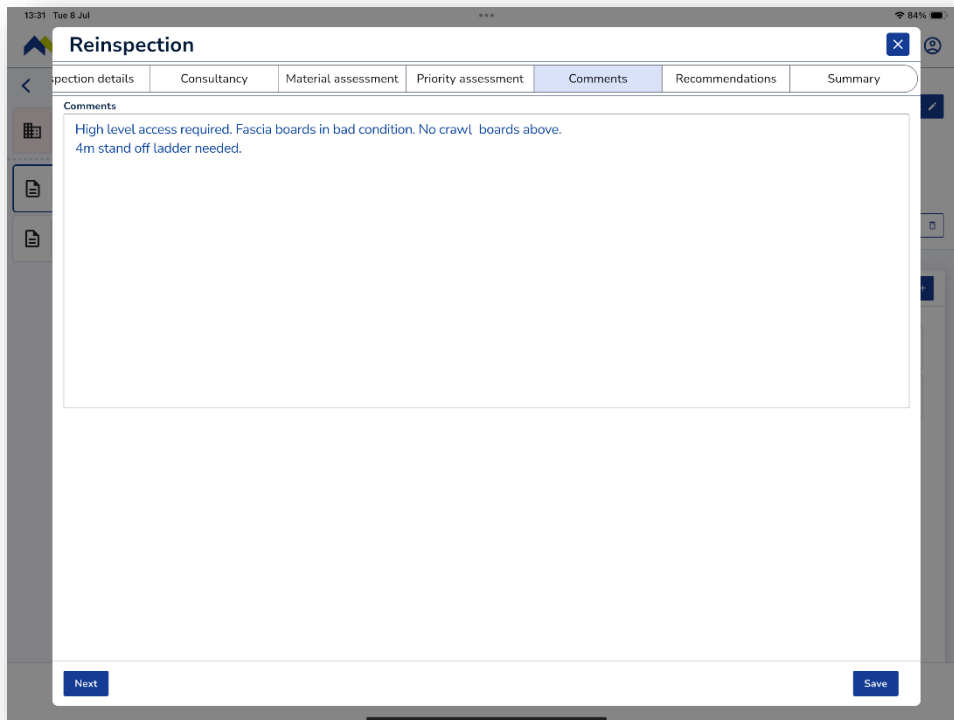
Score: **7**

Main Type of Activity	Low disturbance activities (eg office type activity)	1
Location	Rooms up to 100 sq.m	2
Accessibility	Usually inaccessible or unlikely to be disturbed	0
Extent of Material	Small amounts or items (eg strings, gaskets)	0
Number of Occupants	1 to 3	1
Frequency of use	Daily	3
Average time is in use	>3 to < 6 hours	2
Maintenance Activity	Medium disturbance (eg lifting one or two AIB ceiling tiles to access a valve)	2
Frequency of maintenance activity	> 1 per month	3

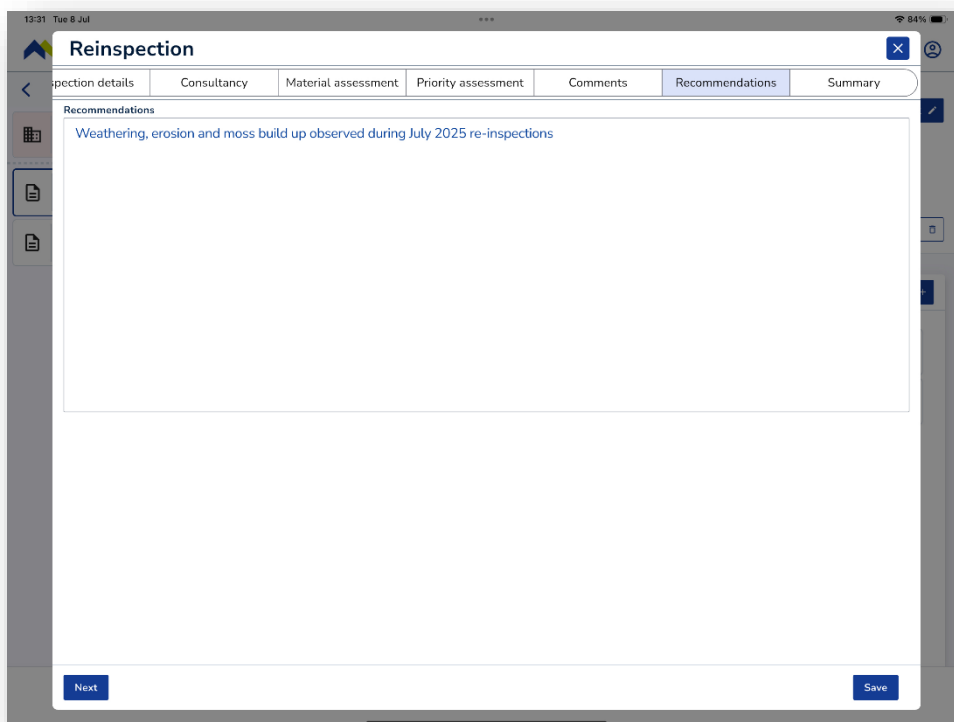
Next Save



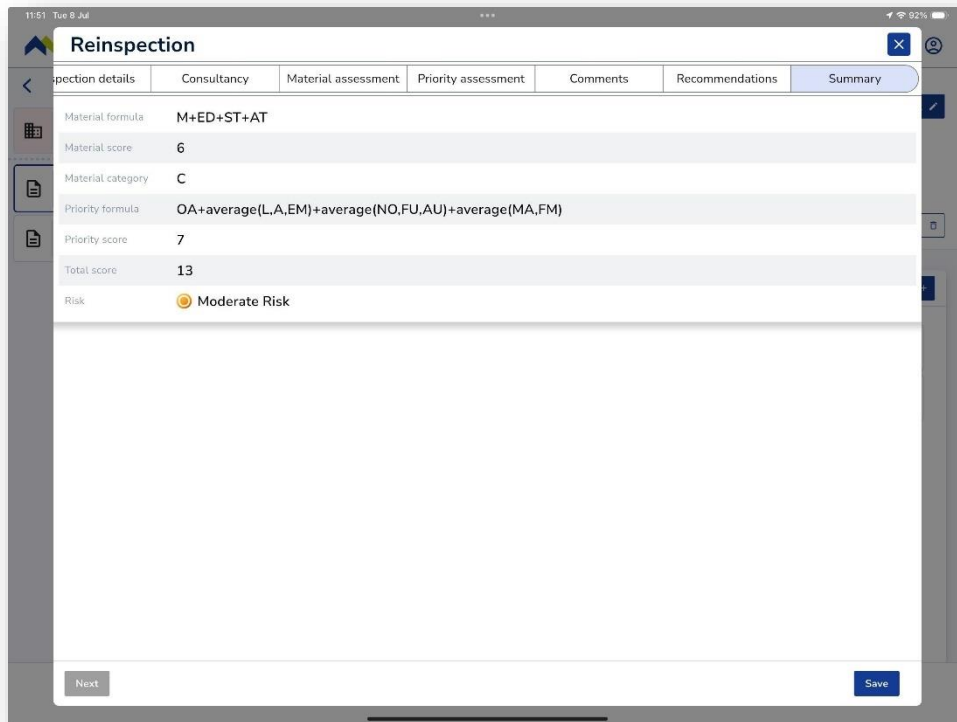
Comments can be updated during re-inspections



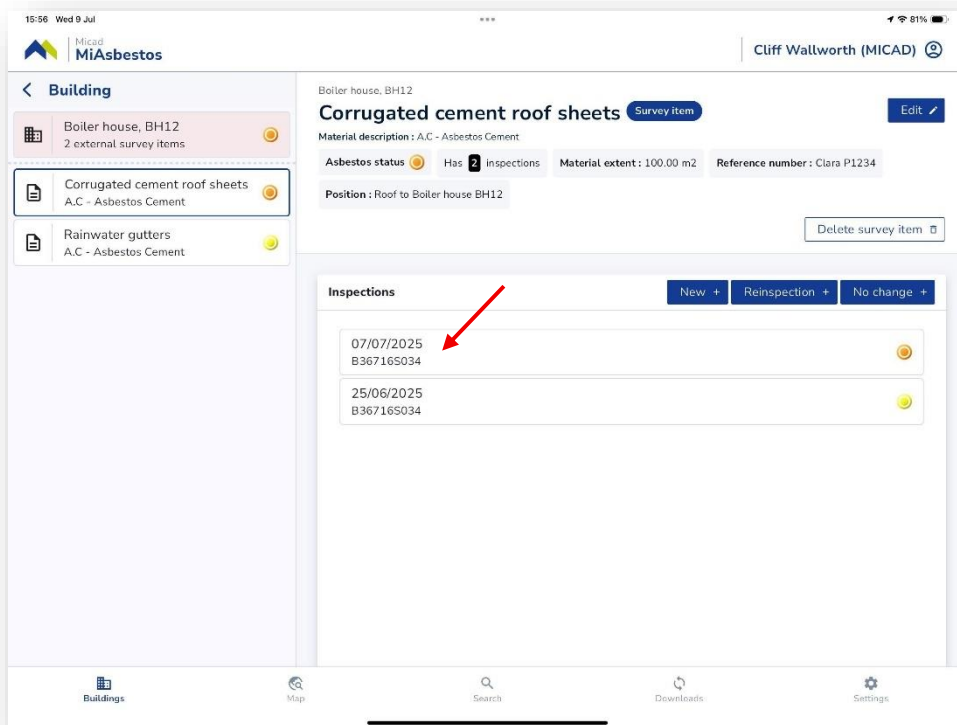
Recommendations can be updated during re-inspections



The summary will calculate the new assessment risk score. Tap Save when done



The reinspection sits at the top of the list in date order, newest on top.

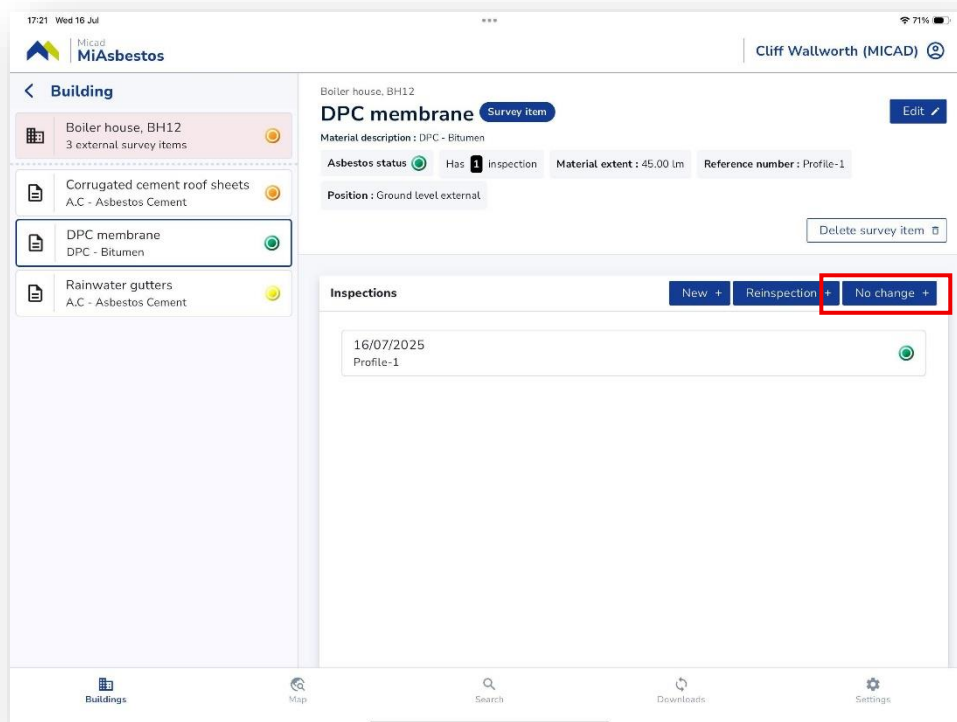


## No change re-inspection

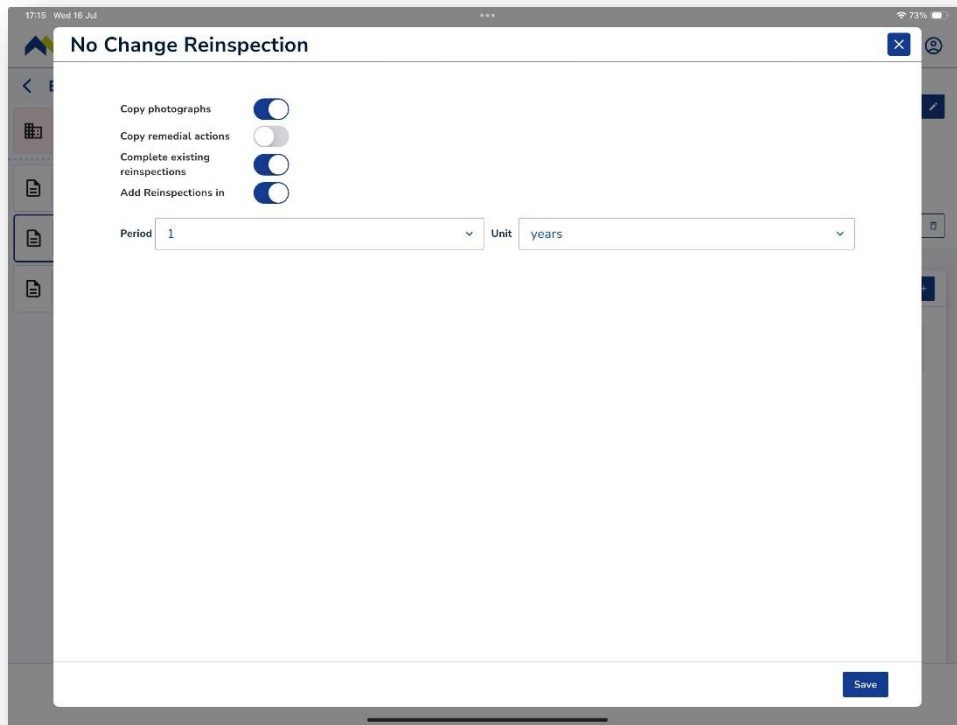
The No change feature is an option to rolling over survey items where there's no change to the condition of an item or environment. This feature can be used to save input labour under these circumstances.

The survey item and its assessment will be copied like for like with this feature. You can set new diary events and choose if photos are still relevant, they can be copied through as well. Outstanding re-inspection events should be suppressed, but this is an option for the surveyor to decide.

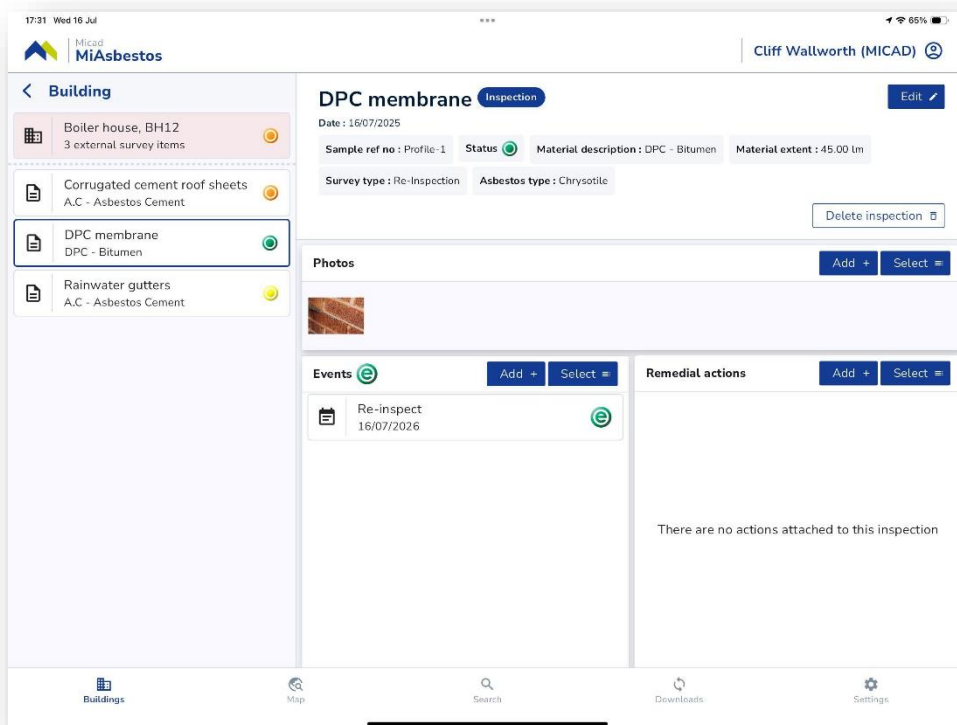
Tap the No change + button to start the re-inspection rollover



Select the content that will be copied through to the re-inspection. Set a future re-inspection plan as needed. Tap Save when done.

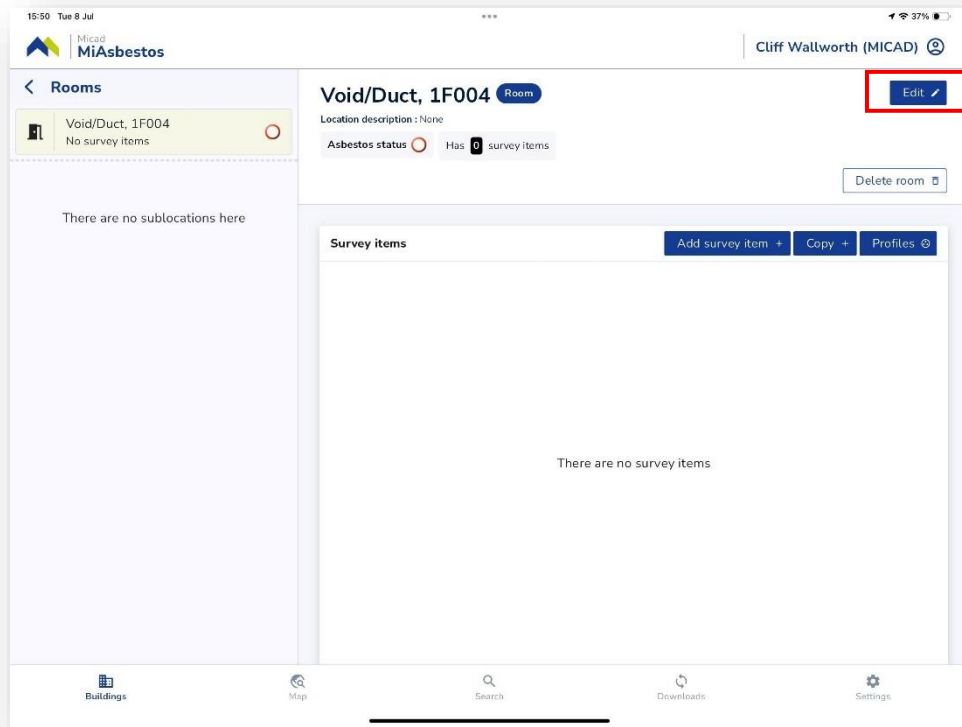


The new inspection is created and detailed further if needed

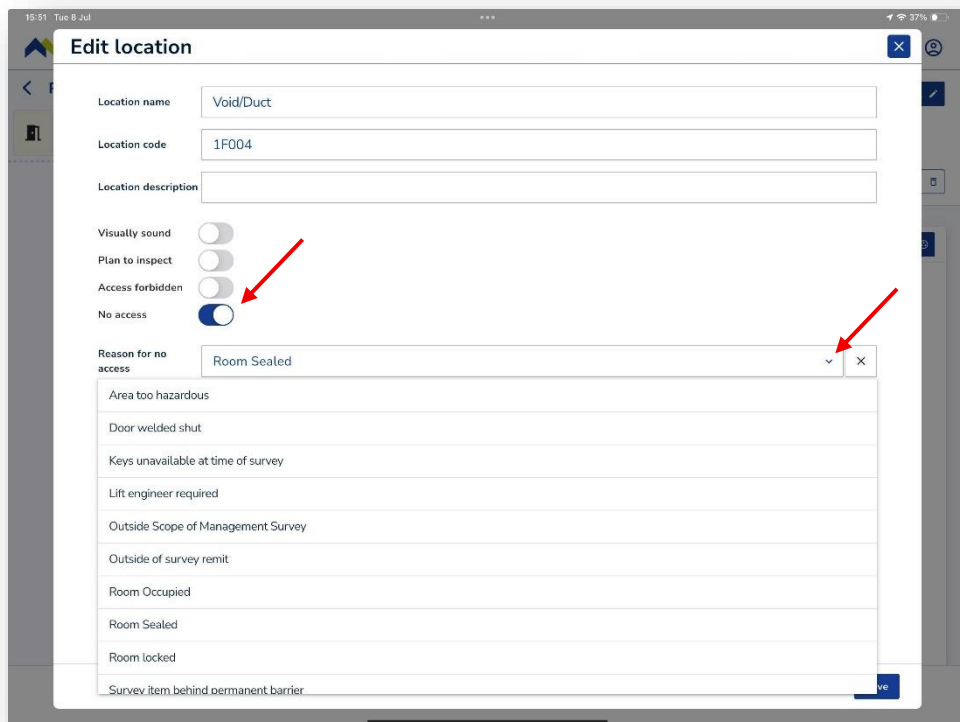


## Setting No access – to a Location

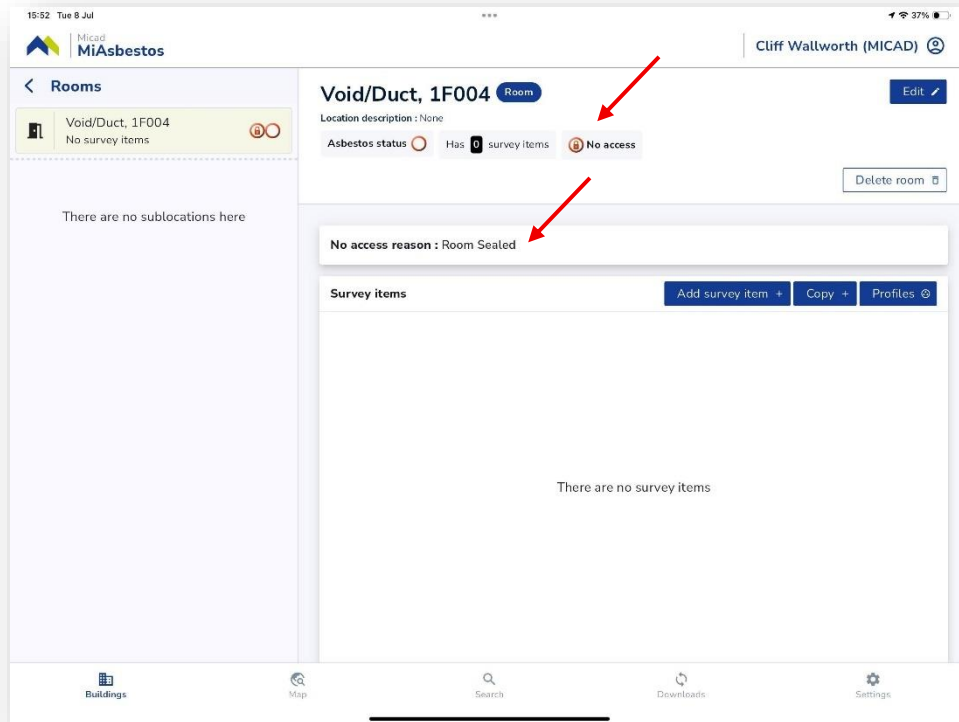
To set a location No access status, tap Buildings, navigate to the location using the left menu. Tap Edit.



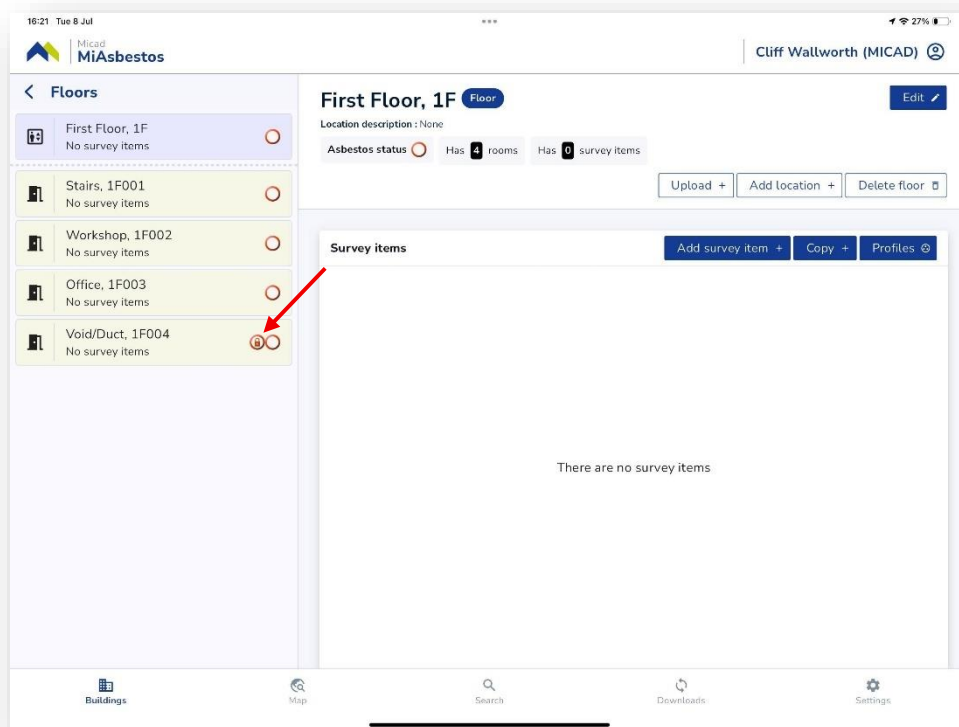
Slide the No access status to True, select a Reason for no access. Tap Save when done



The App is showing a location, No access status and No access reason for Void/Duct, 1F004.

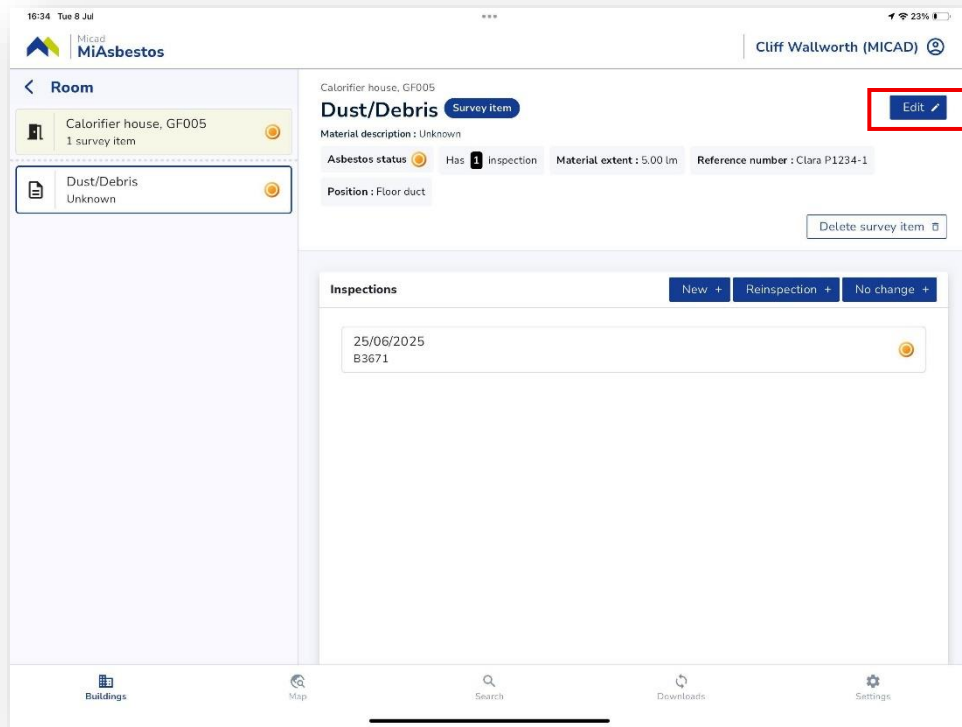


The Buildings list will now include No Access location status as you navigate the property

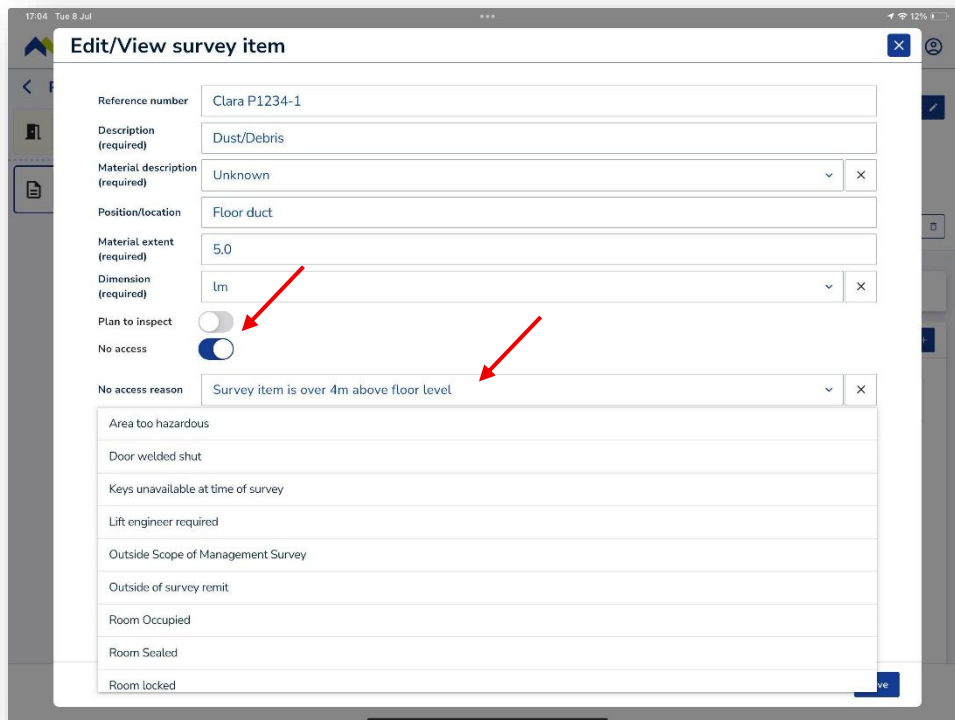


## Setting No access - to a Survey item

To set a No access status for an item, navigate using the left menu. Tap the item, then tap Edit

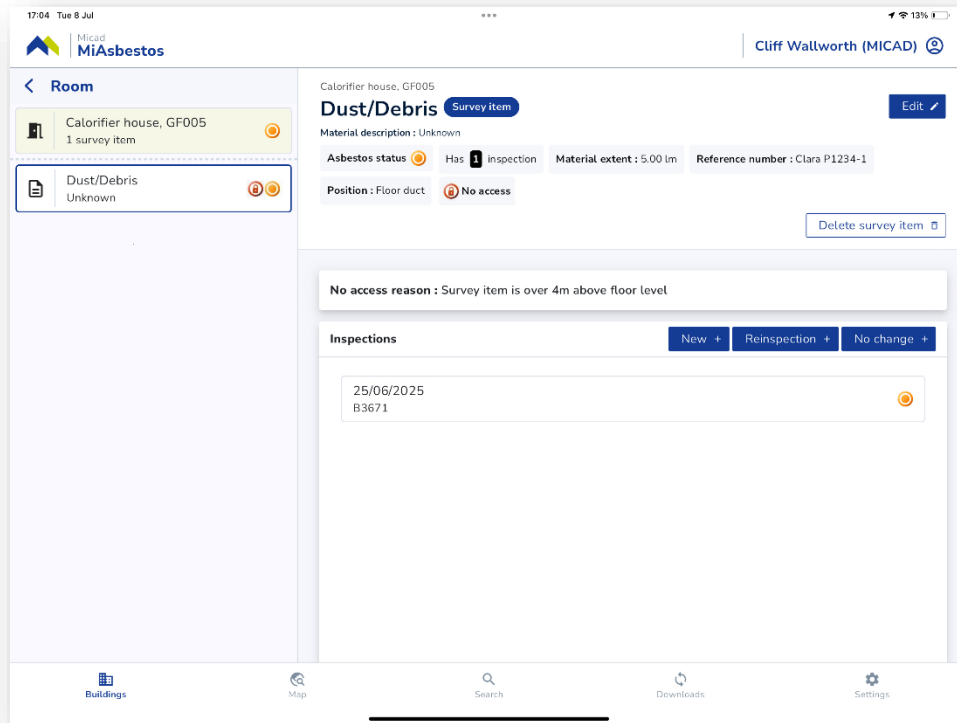


Slide the No access status to True, select a No access reason. Tap Save when done



The App is showing that a Dust/Debris item has a No access status, the No access reason is showing Survey item is over 4m above the floor level.

The room named, Calorifier house, GF005 does not have a No access status





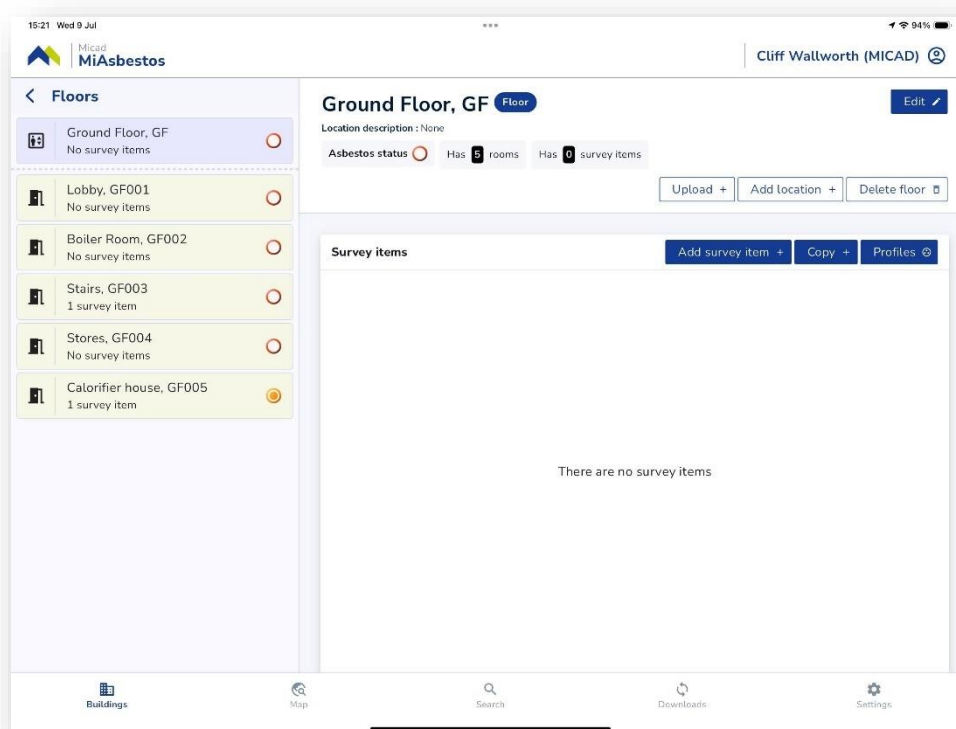
## Setting an NSMI state (No suspect materials identified or “Visually sound”)

Use the Visually sound (NSMI) status to mark location that have been checked and that appear “Visually sound”.

Inspections are exception-based surveys, items are recorded in a property by room/area. For those rooms where nothing was identified, mark those rooms/areas as Visually sound. This will provide the client with a record and assurance that all their rooms/areas were checked. Don't leave any gaps.

When you appraise all rooms/areas (including Externals) you provide the client with a compliance check that the Micad Asbestos Module will highlight as a pass through its dashboards. Be sure that each location is appraised.

In the following example we can see that 2 survey items exist on the Ground Floor, in rooms GF003 and GF005. Since nothing was found during the survey in rooms GF001, GF002 and GF004, the need to be set to “Visually sound”.

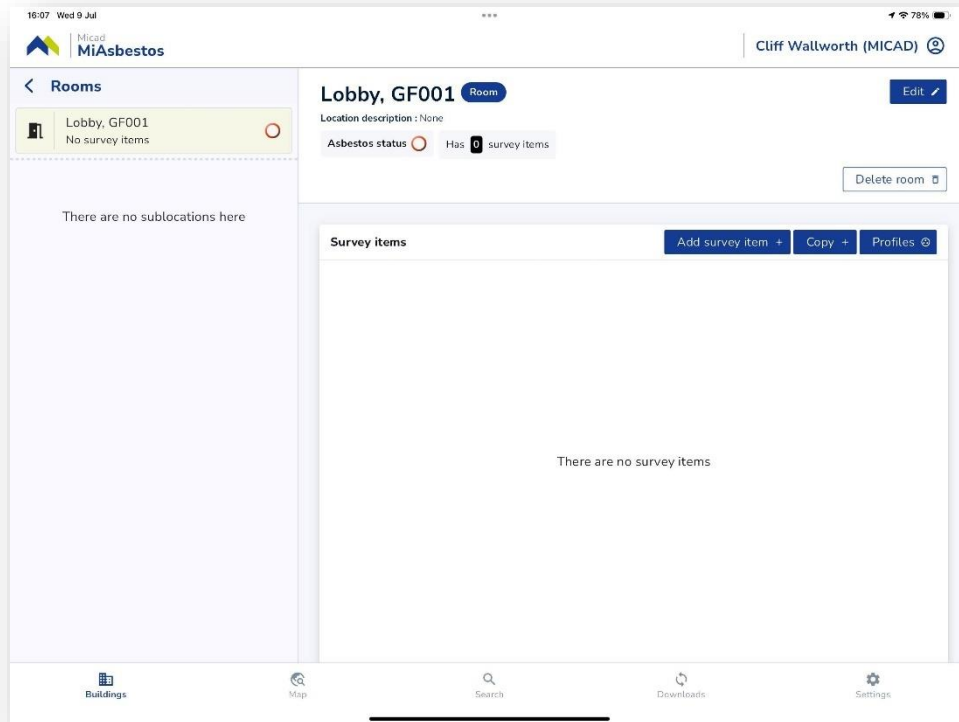


Set the Visually sound state for the remaining rooms with No suspect materials.

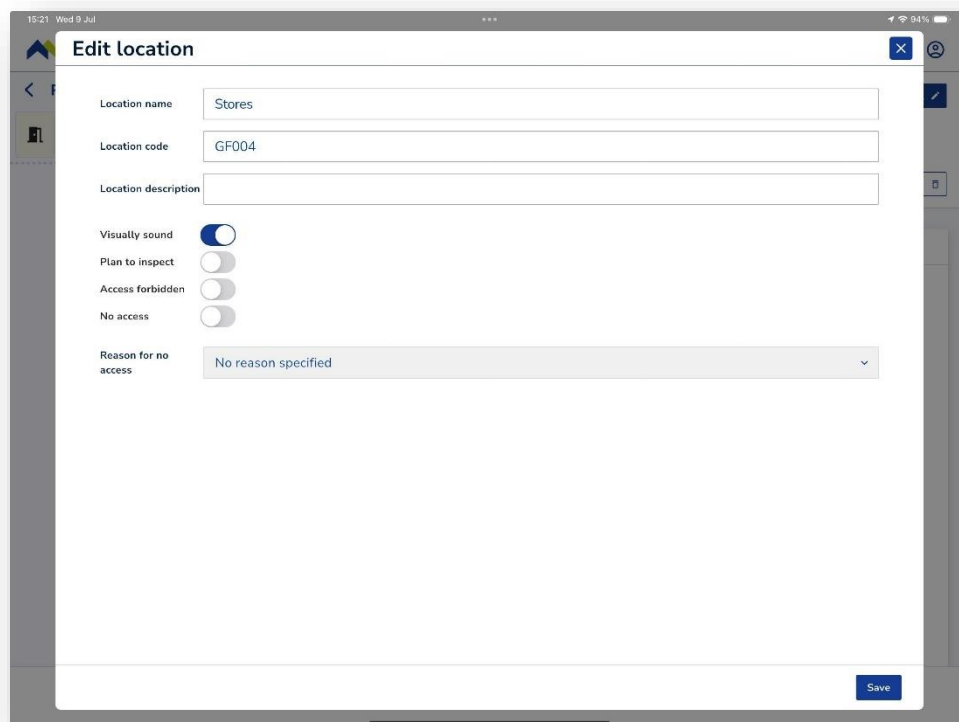
**Note.** The App will not allow you to apply a contradictory state to rooms where survey items exist. There is also a desktop flood fill tool within the Micad Asbestos Module that will fill all rooms in one pass. You may wish to save action this for desktop if you prefer.

Where a building is surveyed to assess if it contains asbestos, positive or negative the aim is to remove the defaulted red ring (Unsurveyed) status. The red rings indicate no assessment, anything NSMI, NAD or positive will suppress the red ring state. The target is to capture all areas, don't leave any red rings.

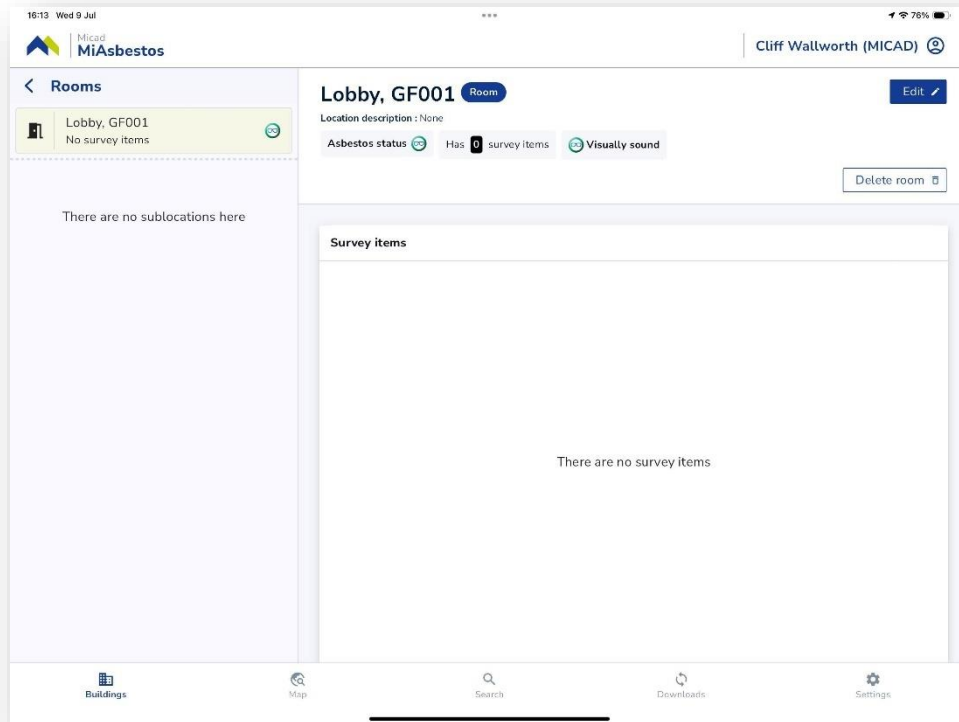
To apply the Visually sound state, tap the Room in the left menu. Tap edit



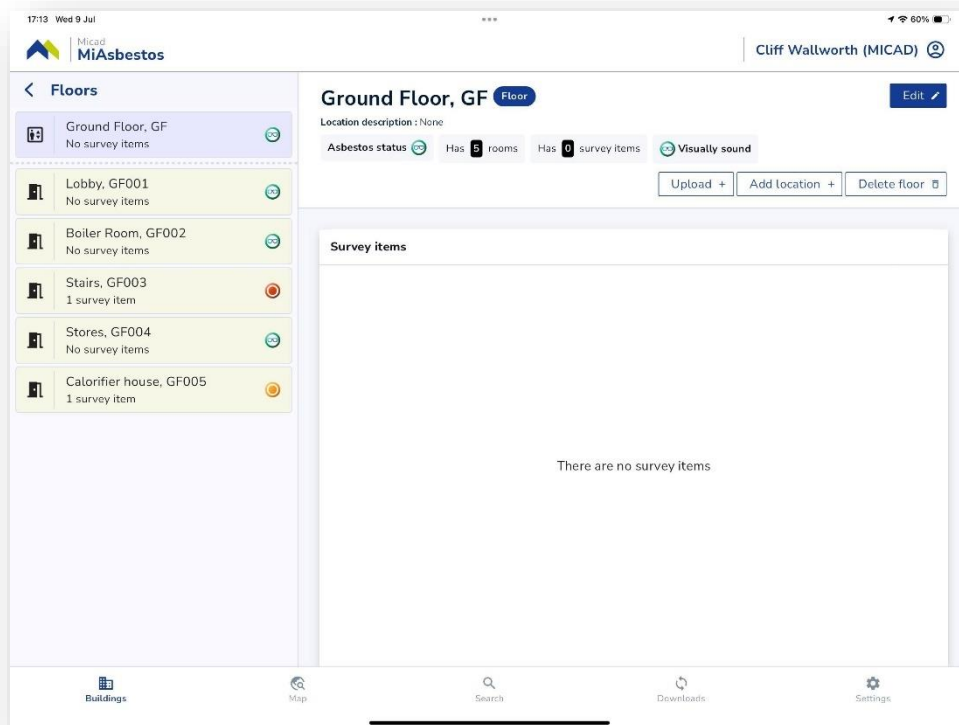
Set the Visually sound state to true. Tap Save when done



The location now shows the Visually sound state (NSMI green glasses icon).



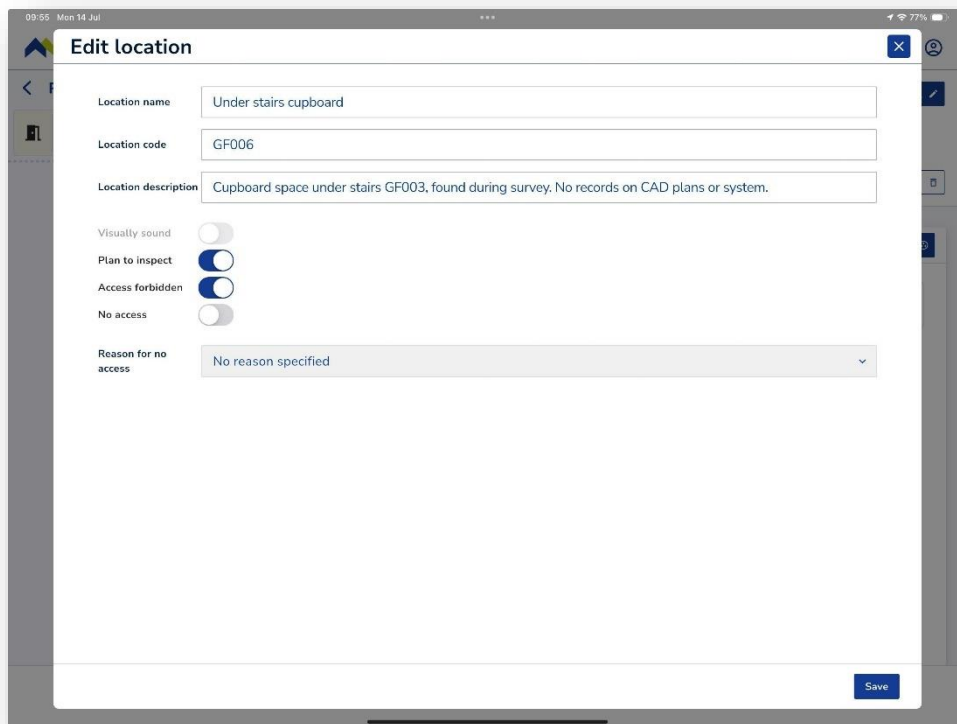
Repeat the process for all the remaining locations for the building where there are no survey items



## Setting Location Status

Within the Micad Asbestos Module there are concepts that allow location markers to be set. They are visual aids that can be observed in the App. These are referred to as Location status and are helpful during the planning and implementation of survey projects. In a desktop study a client may mark rooms/areas to be included for inspection or they may wish to mark areas out of bounds.

To set the location status, navigate to a location, tap Edit.

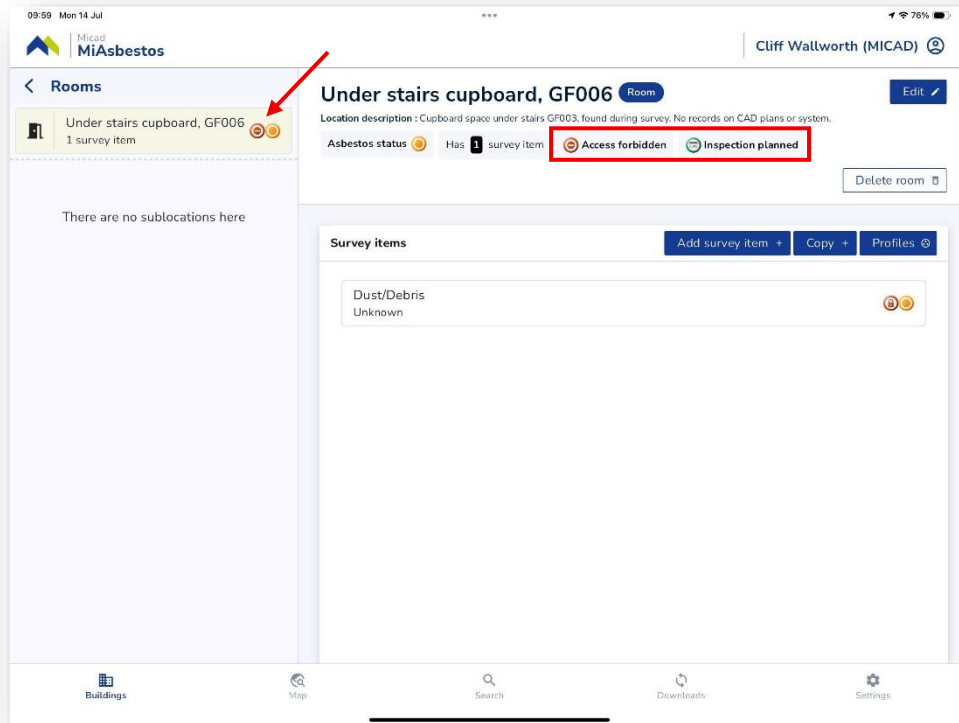


The screenshot shows the 'Edit location' form in the Micad Asbestos Module app. The form is displayed on a mobile device screen, with the status bar at the top showing the time as 09:55, the date as Mon 14 Jul, and the battery level at 77%. The form has a white background and a blue header bar with the title 'Edit location' and a close button (X) on the right. The form contains the following fields and controls:

- Location name:** A text input field containing 'Under stairs cupboard'.
- Location code:** A text input field containing 'GF006'.
- Location description:** A text input field containing 'Cupboard space under stairs GF003, found during survey. No records on CAD plans or system.'
- Visually sound:** A toggle switch that is currently turned off (white).
- Plan to inspect:** A toggle switch that is currently turned on (blue).
- Access forbidden:** A toggle switch that is currently turned on (blue).
- No access:** A toggle switch that is currently turned off (white).
- Reason for no access:** A dropdown menu with the selected option 'No reason specified'.

A blue 'Save' button is located at the bottom right of the form.

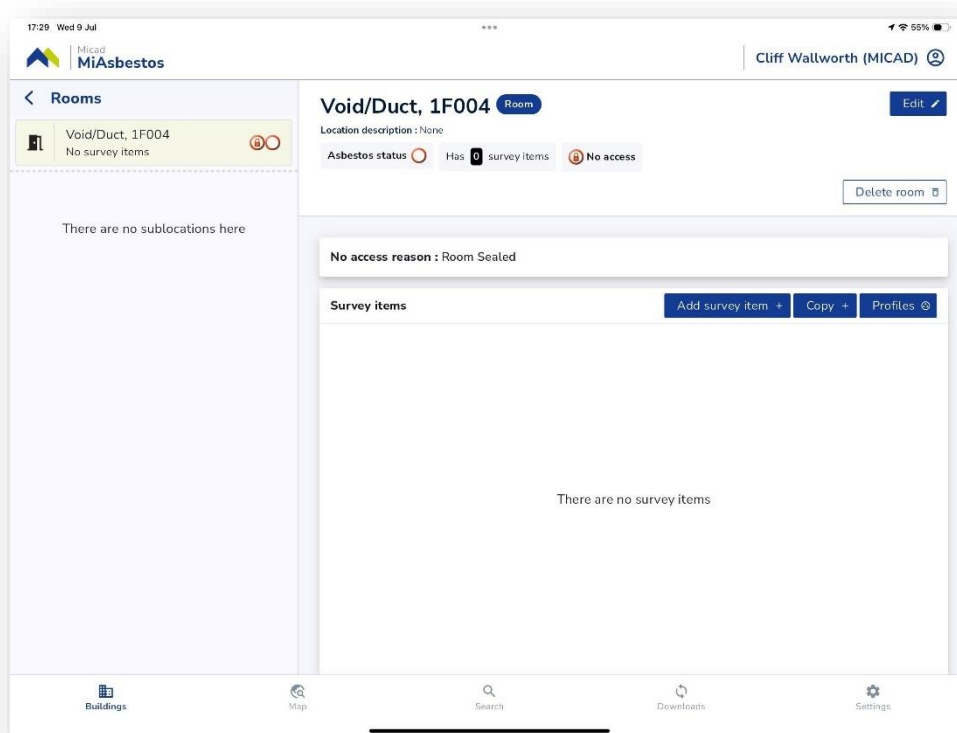
A use case for the surveyor might be if additional rooms or layout changes are apparent to what is expected on site, these Status markers may help flag a return communication to the client.



## Copy a survey item

Use the copy survey item feature to copy (and extrapolate the sample reference) to another location where the same material and sample originate.

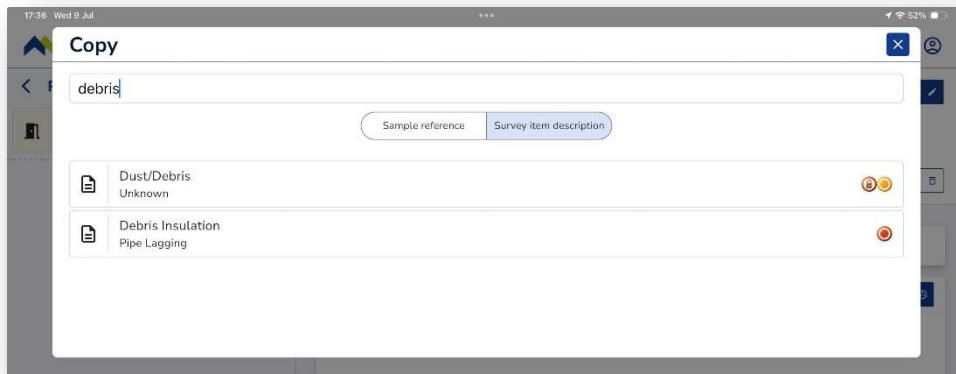
To copy a survey item , navigate to the target location where the copied item needs to be created.  
Tap Copy +



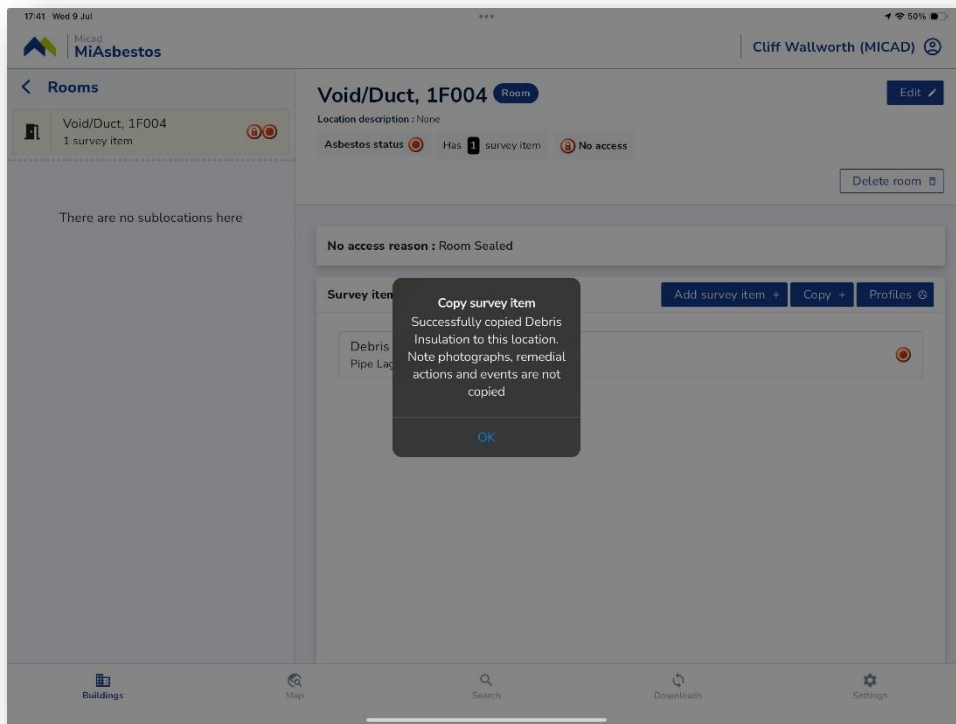
**Note.** Make a note of the source sample number or survey item name first. You will need the information in order to lookup the primary survey item sample.

The source item is found using the Search feature. See Search

Select the method for identifying the source item. The example shows description, but sample reference number can be used if you prefer.



Tap on the source item that will be copied to your target location

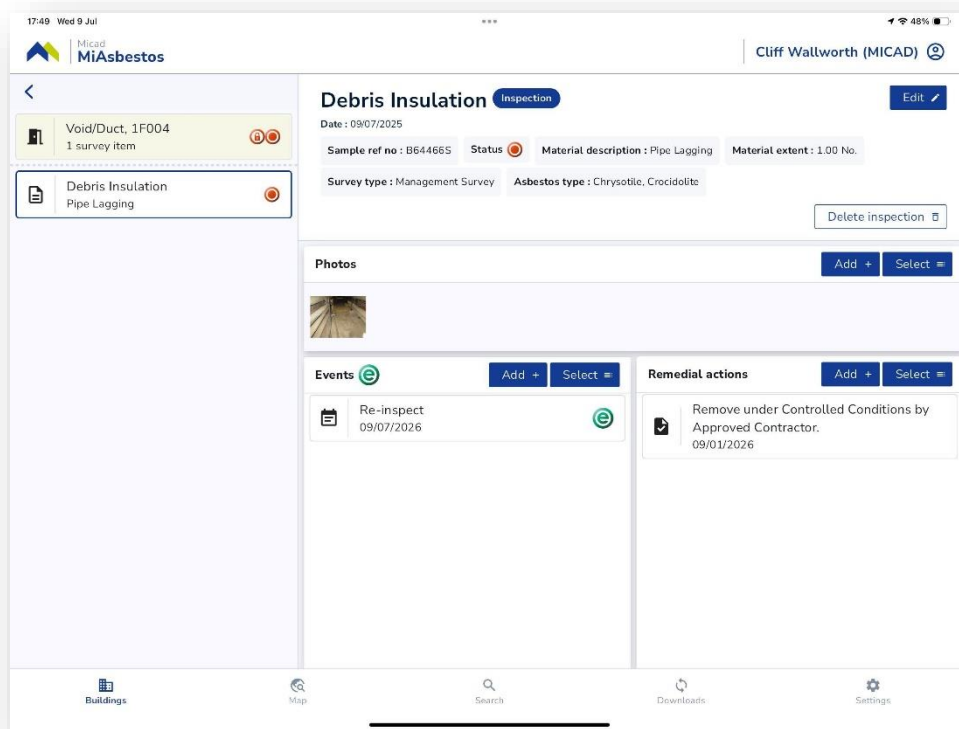


The copy is made once the App shows the success message.

**Note.** Remember to add the photos, remedial actions and future reinspection events that are not copied through.

The copied item will be linked via its Sample reference number to the original item (primary sample).

The copy becomes a referenced sample, an Extrapolated sample.



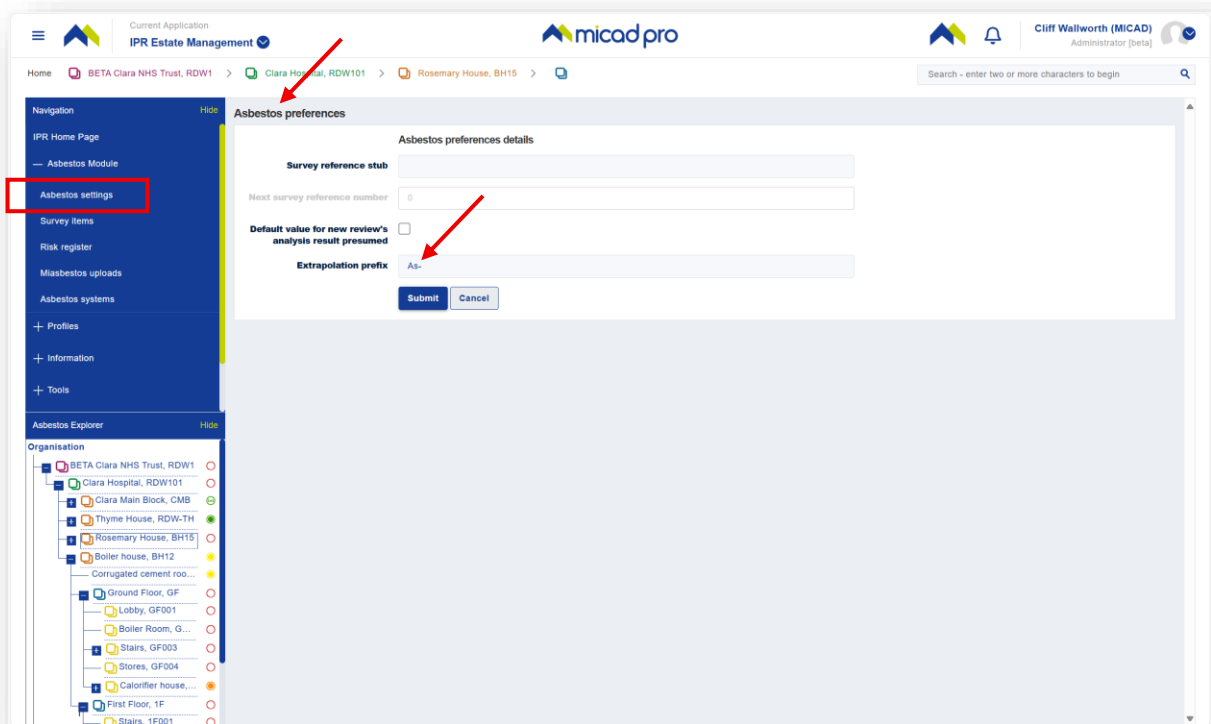
**Note.** The extrapolation process prefixes the sample number with an identifier will be visible once the data is uploaded to Asbestos Module.



## Setting the Sample prefix – In the Asbestos Module

An example of a primary sample, taken on say the first of 4 fire doors on a corridor with ‘Sample ref no B36716S034’, is copied the ‘Sample ref no **As**-B36716S034’. Where the App has applied the Sample prefix term ‘**As**-’.

If you want to set or alter the Sample prefix, this is configured in the Asbestos Module



As an Asbestos Module administrator, go to Asbestos settings, Asbestos preferences, Extrapolation prefix.

**Note.** If you change the configuration of the Asbestos Module, you need to update the App with the configuration framework.

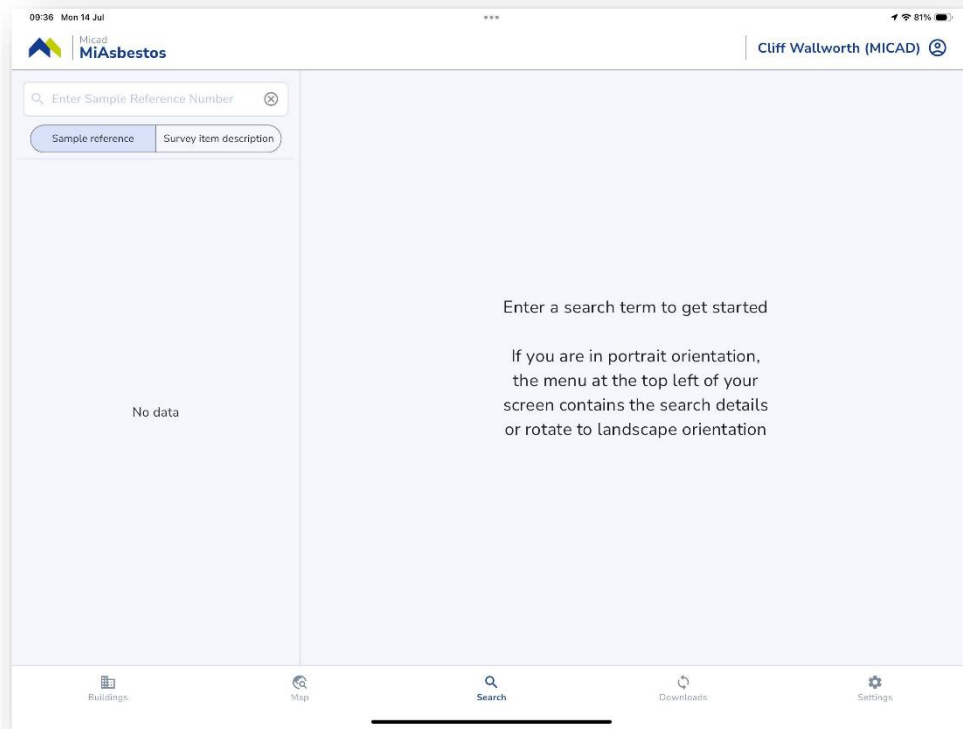
## Updating the App's asbestos settings configuration

To update the App's configuration, go to Settings and tap the trash can icons for Framework and Assessment group profiles.

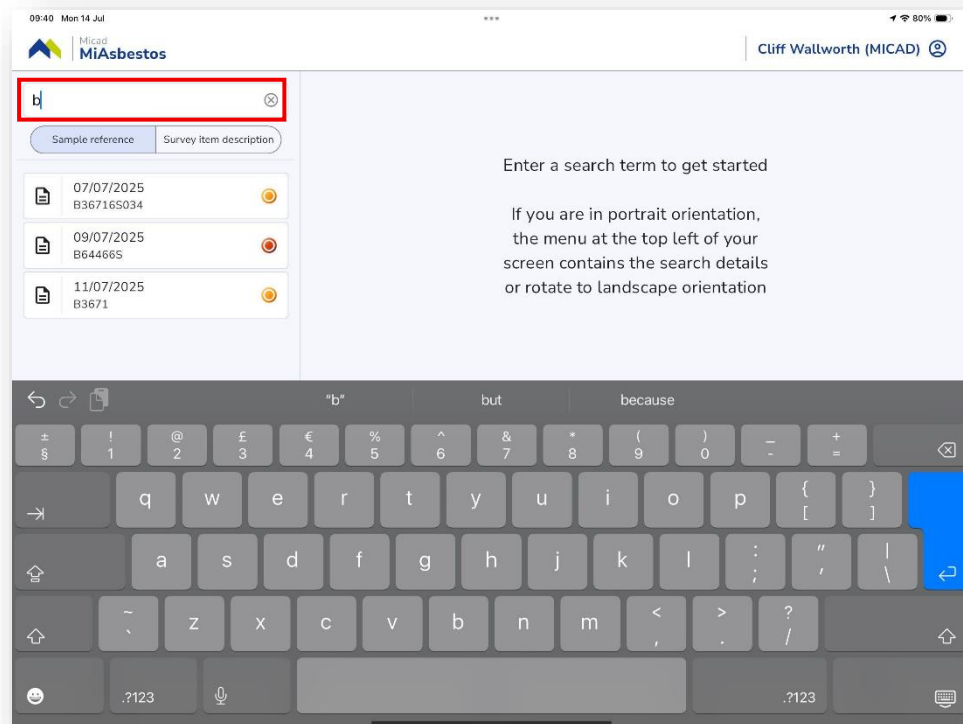
Next go to the Downloads button and tap on Download Framework and Download profiles.

## Search

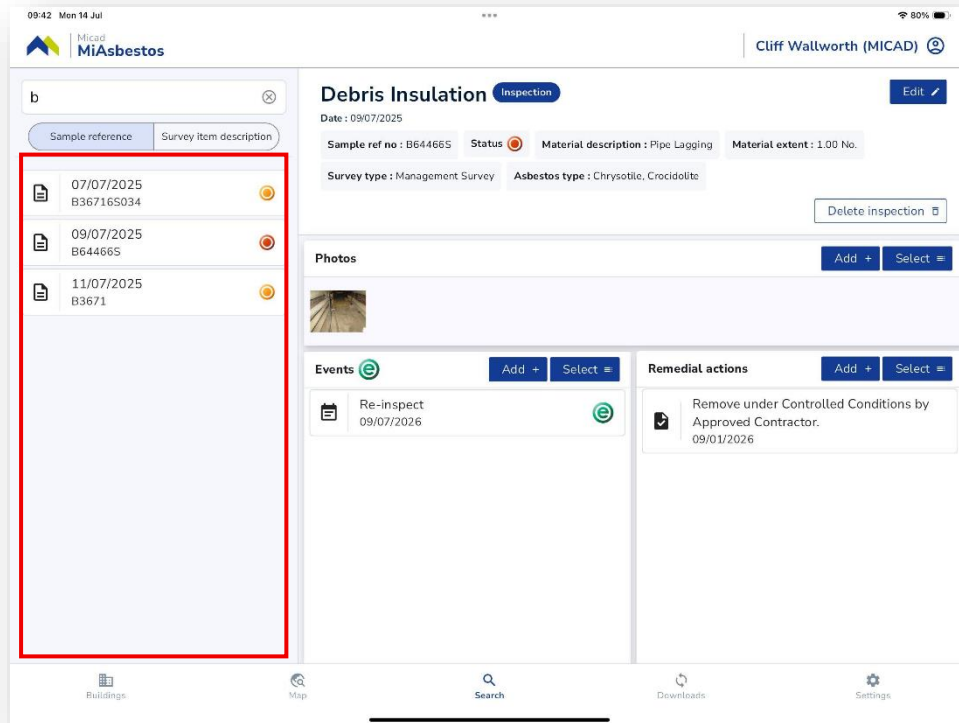
You can search for inspected items recorded on the App by Sample reference or Survey item description. Tap on the Search button to start.



As you type the app begins the search immediately



When the results arrive use the left menu to step through the found items. Tap on the items of interest to review within the search results

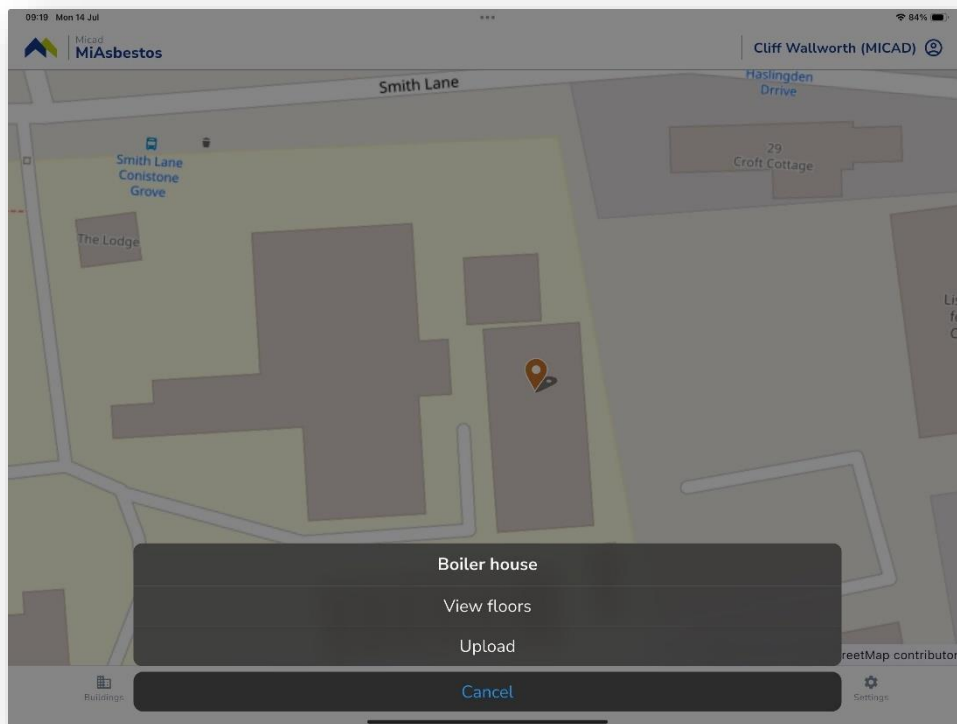


To cancel and clear the search contents, tap the X icon in the search field.

## Map

You can use the Map button to navigate to the property portfolio that's downloaded onto your App. Typically, Micad clients have densely populated estate and in most cases there's no discernible natural boundaries between buildings and their blocks. The Map pin provide some proximity that could save time for surveyors visiting site.

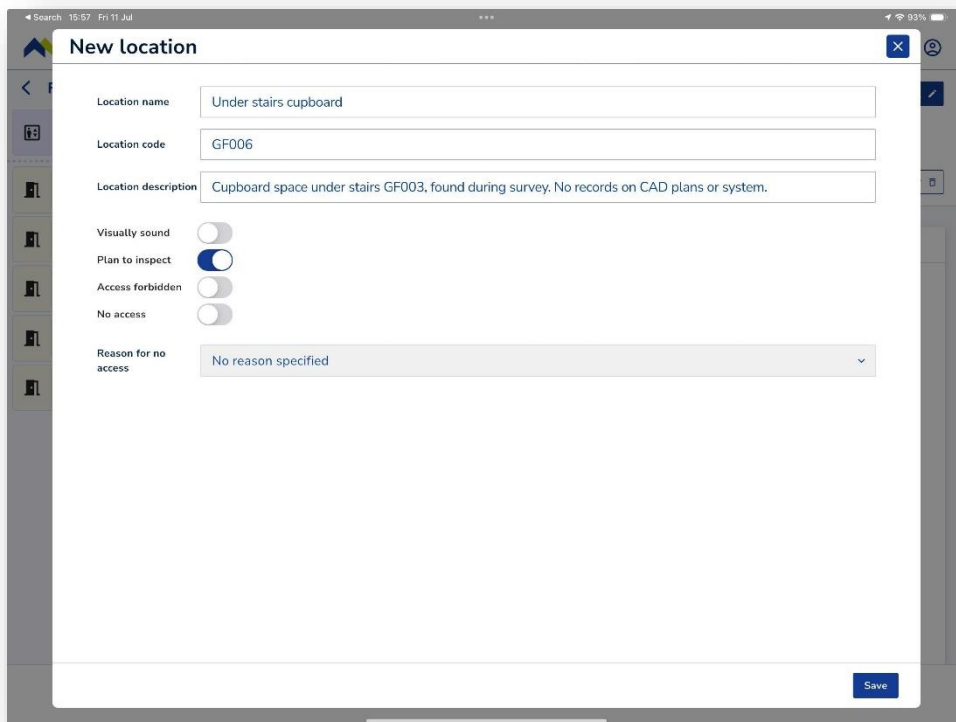
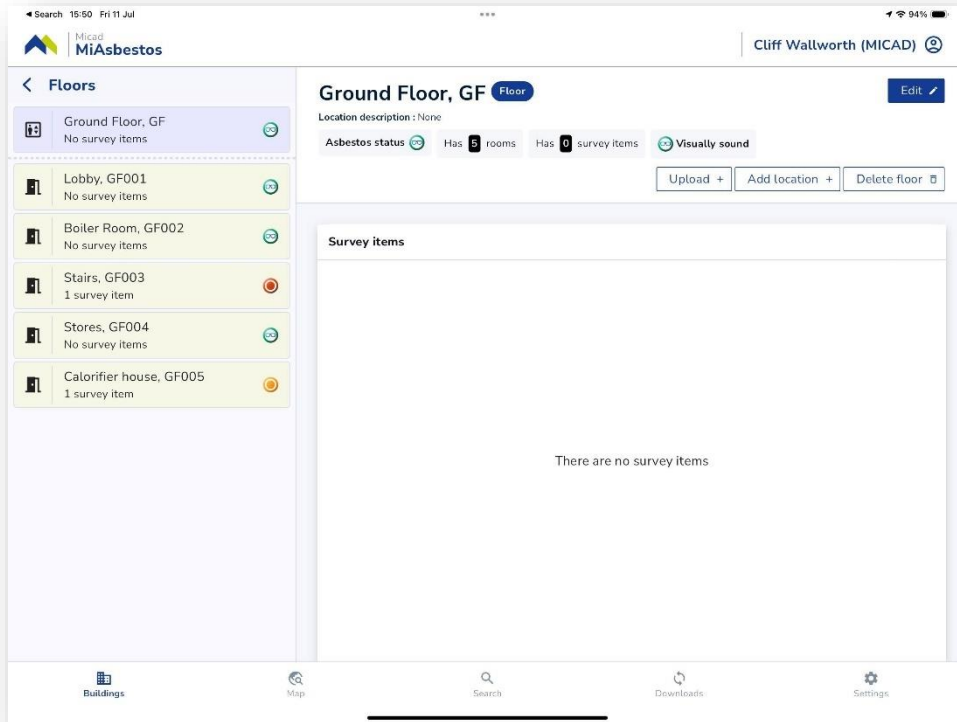
Tap the pins to jump straight to the property.

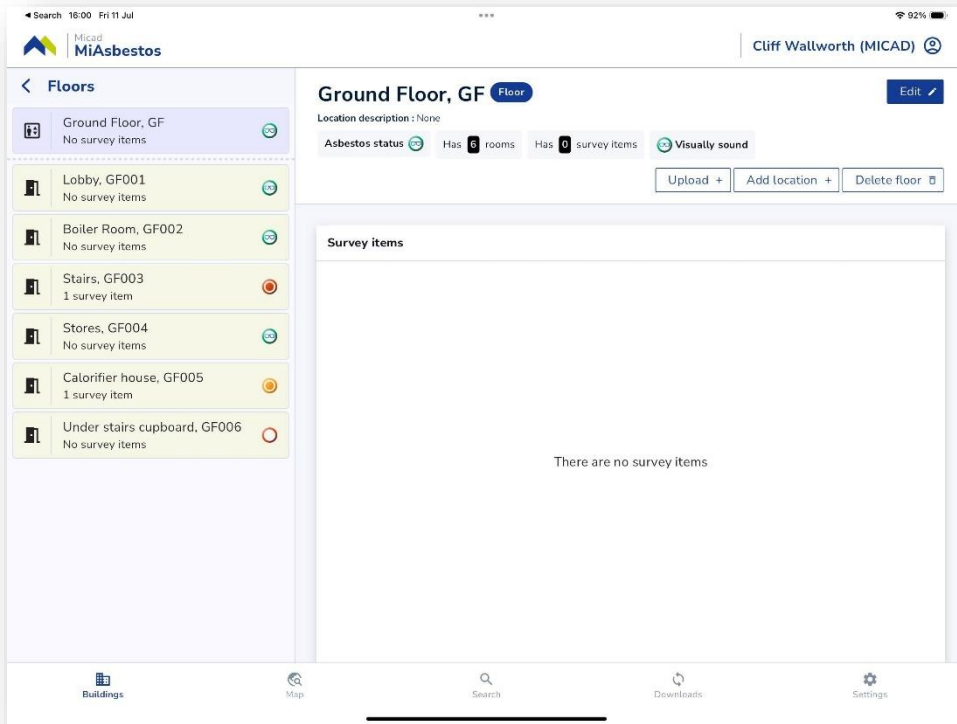


**Note.** The Map pins feature is managed by Clients in the Micad IPR. As a surveyor, during a desktop study check the client has set up their Map pins in IPR.

## Space data, adding and deleting locations

To add a new room/area to the location data. Navigate to the floor where you want to create the new room/area. Tap Add the location + button





## Data Upload and Import process

The upload process should include App data preparation review and post import Asbestos Module checks. Once users are familiar with the process, there are 4 mandatory steps. Data upload requires an internet data connection.

1. Review the inspection data for your buildings/blocks in the App.
2. Review the locations, look to correct any showing Unsurveyed (Red ring, white centre icon)
3. **Upload** the buildings/blocks, data and photos transferred, wait for the Success message
4. Check the Asbestos Module Uploads shows your data package (observe the dates and times)
5. **Import the data package** into the Asbestos Module
6. **Check the results in the Asbestos Module**
7. **Delete the buildings/blocks from the App**

It's a good idea to check the IPR before any data is returned for the Boiler House BH12.

In the Asbestos Risk Register review the Building/Block level, expand the floors and items. Observe the inspection counts and traffic light status on the right column.

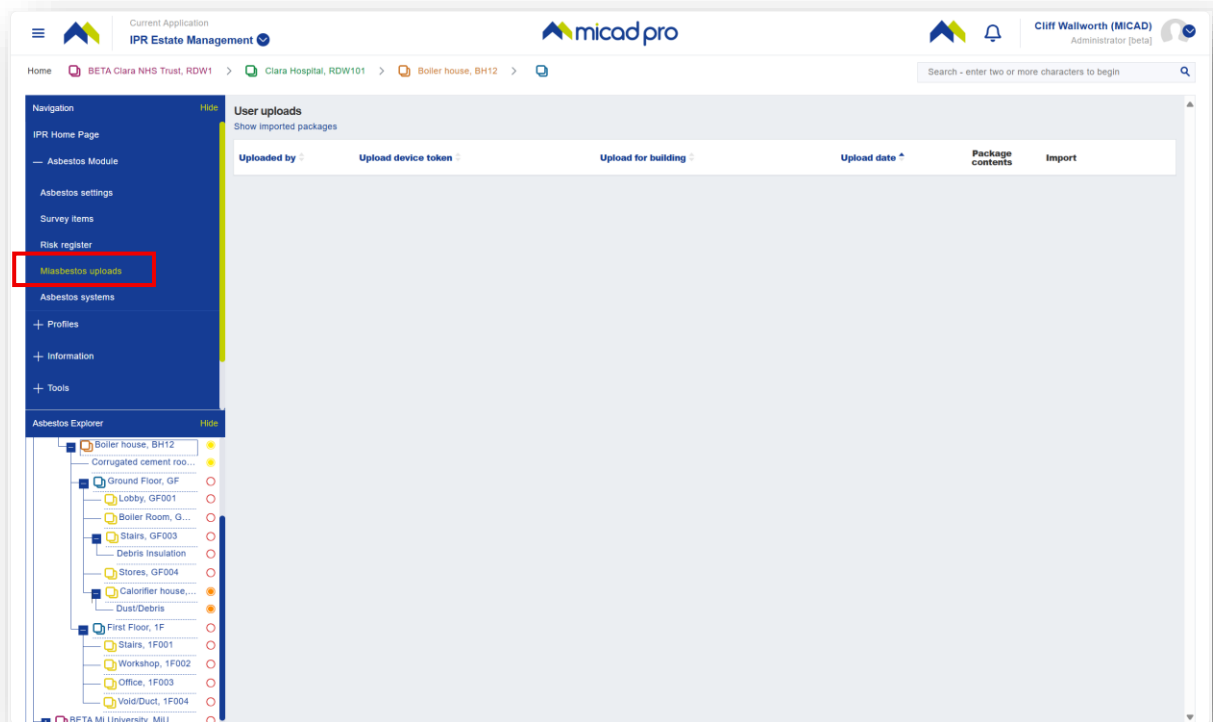
Before the upload, there are 2 floors, 9 rooms, 3 survey items, 2 with inspections and 1 item without inspection.

Rooms/areas with no records show the Red ring state for Unserved.

Survey Ref No	Review Date	Survey Type	Analysis Result	Consultancy	Sample Reference	Analyst	Material Score	Material Category	Priority Score	Total Score
CLARA-10	25/06/2025	Management Survey	Chrysotile	Environ Man Ltd	B367165034	Lab Person	4	C	7	11
CLARA-10	25/06/2025	Management Survey	Amosite	Point Break Ltd	B3671	Lab Person	11	A	3	14
CLARA-10	25/06/2025	Management Survey	Amosite	Point Break Ltd	B3671	Lab Person	11	A	3	14

**Note.** The App data Upload button alone does not update the live Asbestos Module until Import process has been undertaken within the Asbestos Module desktop.

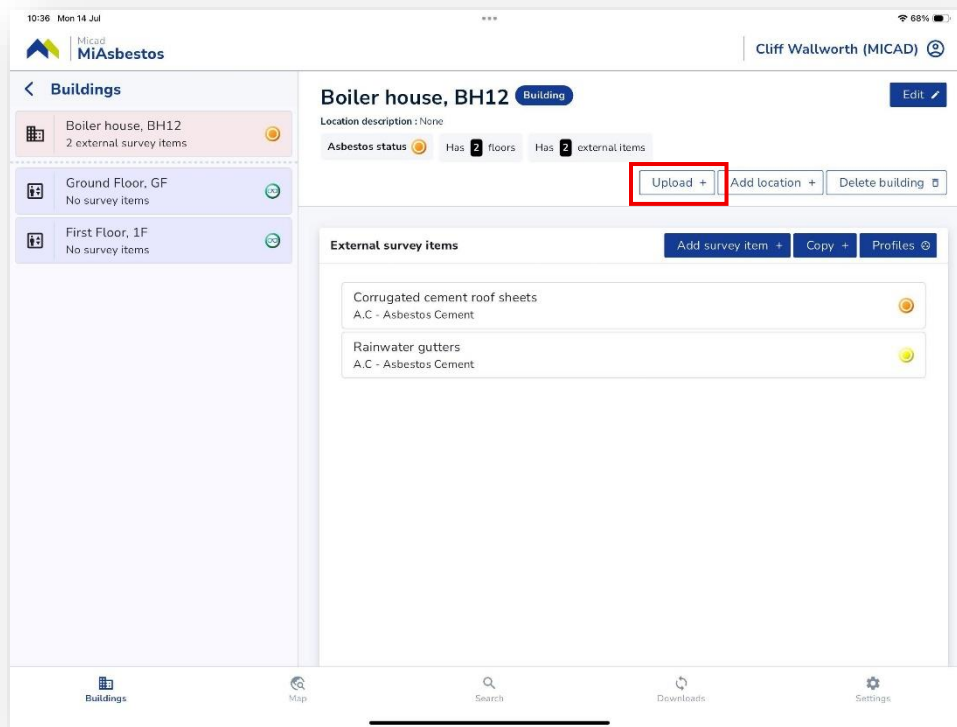
To review the Asbestos data packages available from your surveyors. Use the MiAsbestos uploads feature. All the data is transferred as packages.



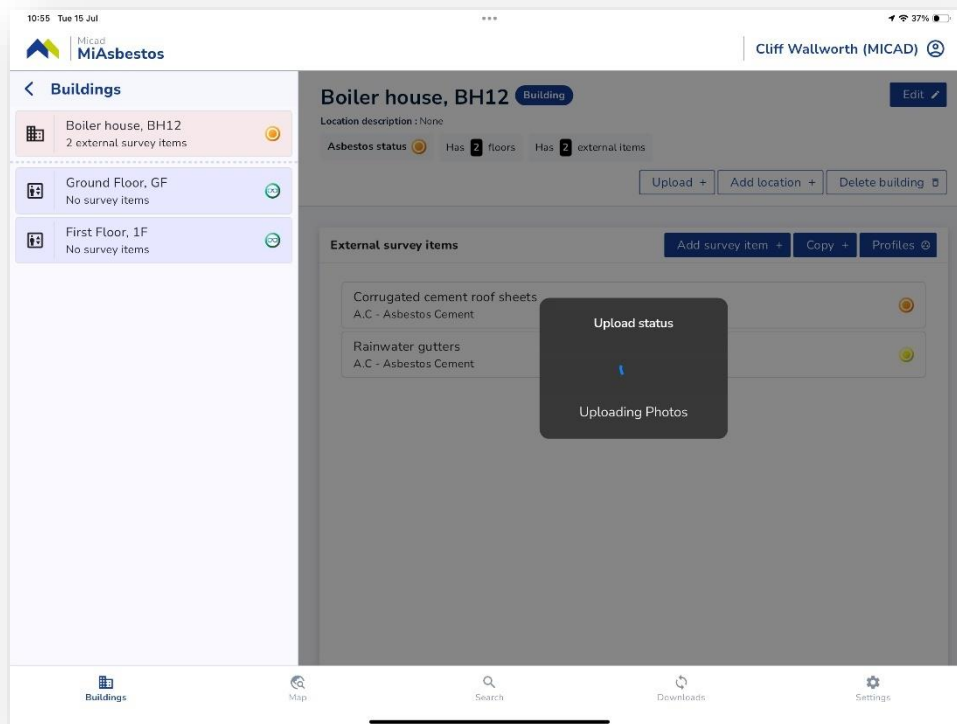


## Uploading data from the App to Asbestos Module

Navigate to the building/block and tap the Upload + button



Give the App time to transfer the data package and photos to the Asbestos Module

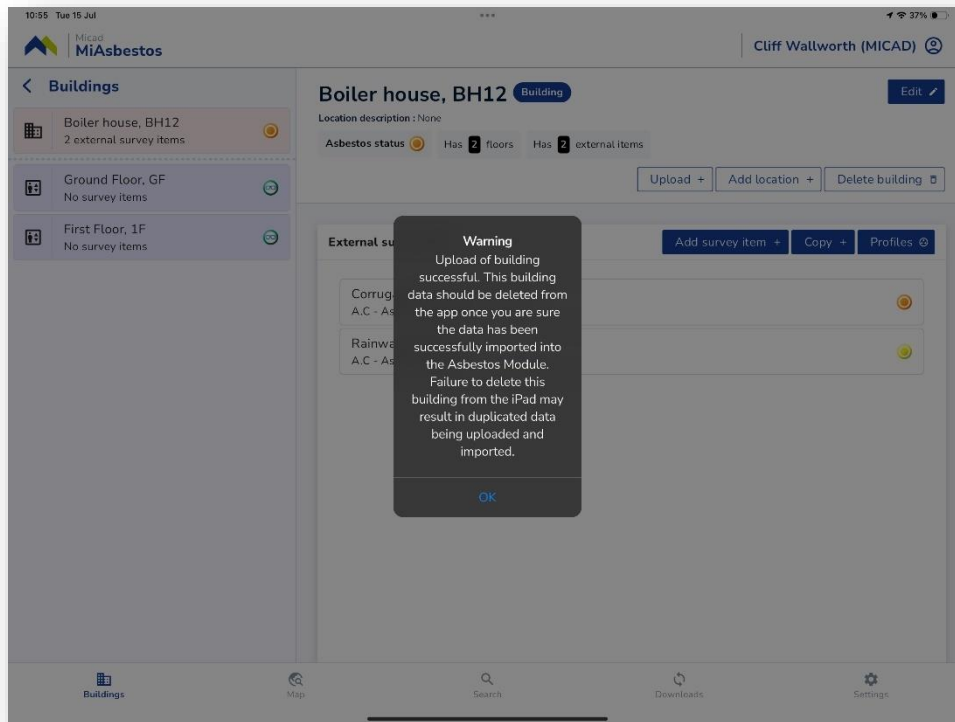


Observe the “Upload of building was successful” message.

Before deleting the building:

Check the data package has arrived in the MiAsbestos uploads list.

- Follow the section below, Importing the App data package checking the results
- Go back to the App and delete the building

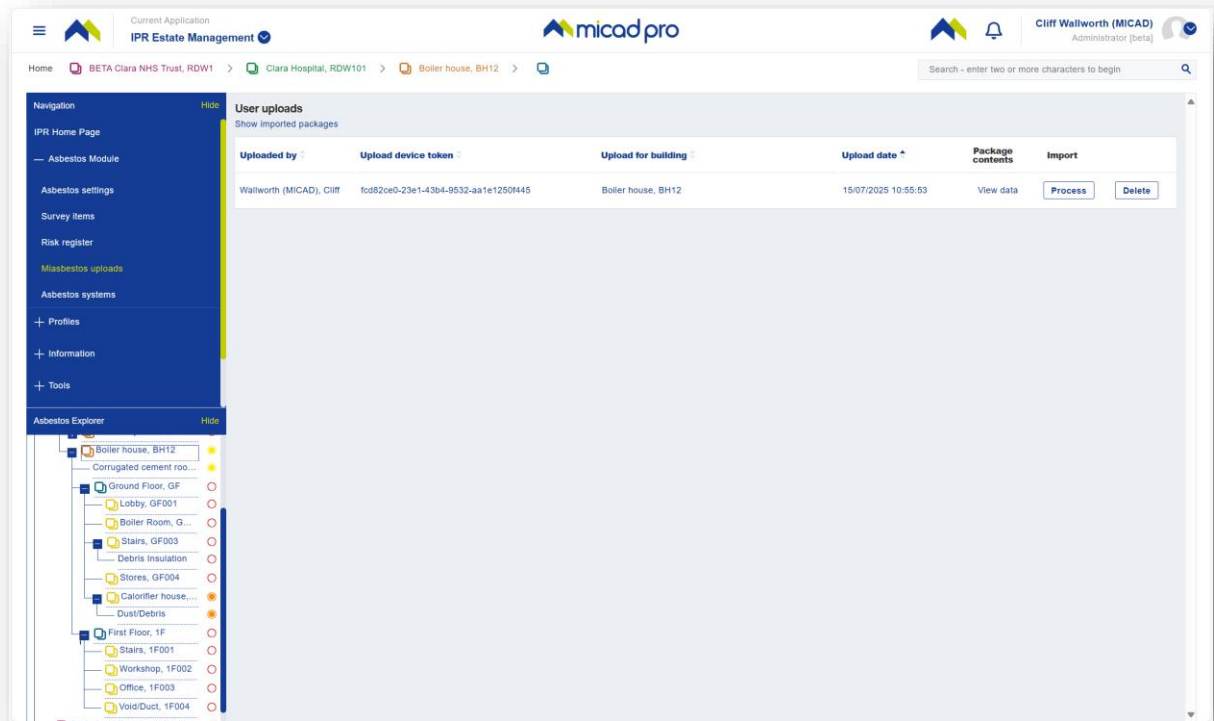


The Upload process is now complete from the App.

**Note.** The App data is not yet live on the Asbestos Module until an import is completed.

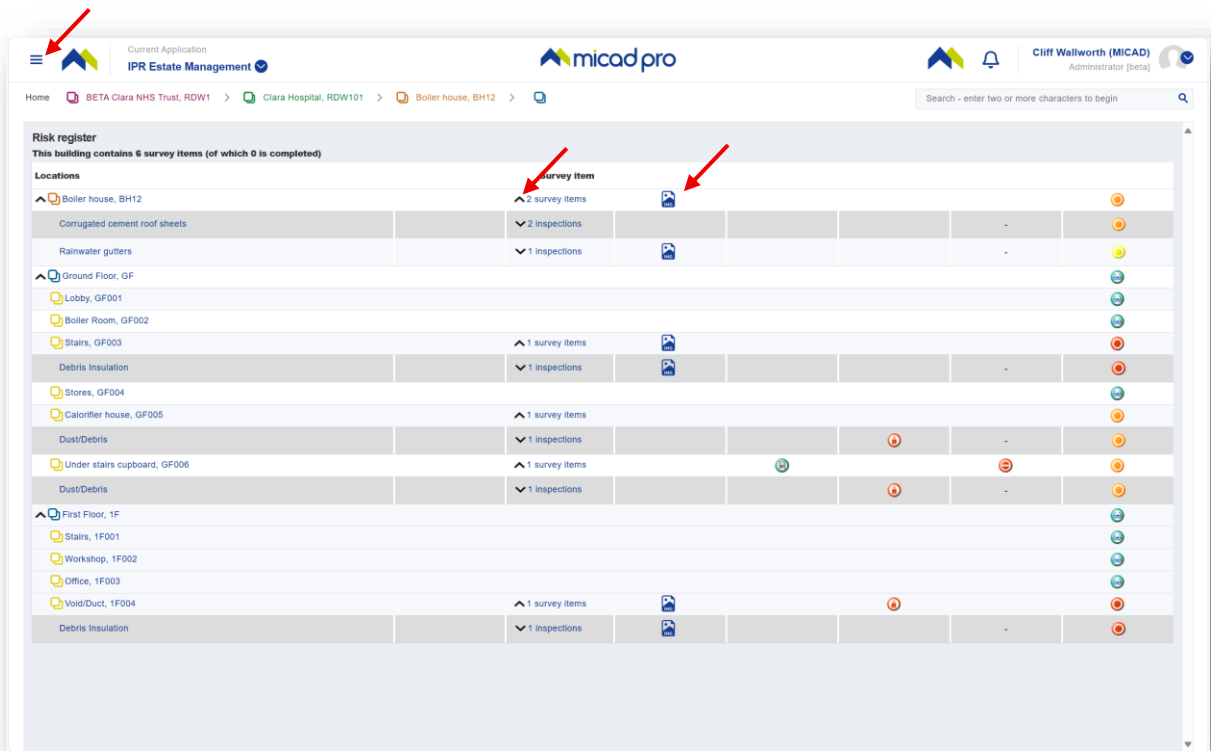
## Importing App data package and checking the results

Once the App has sent the data package, it can be seen in the User uploads list.

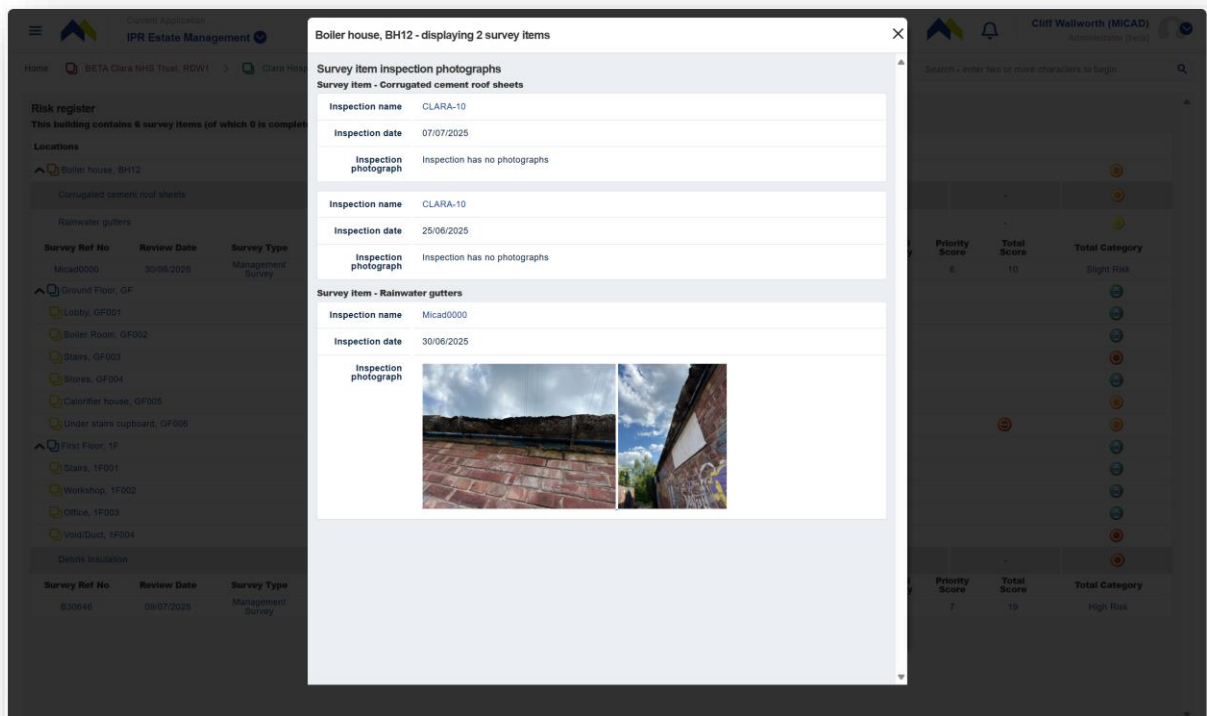


Click the Import Process button. The data will process and the data package will move to the Imported packages list

Once the import completes, check the asbestos data using the Risk register feature. Expand the data view (Hide the left menu) for whole screen, toggle the survey items and do some spot checks.

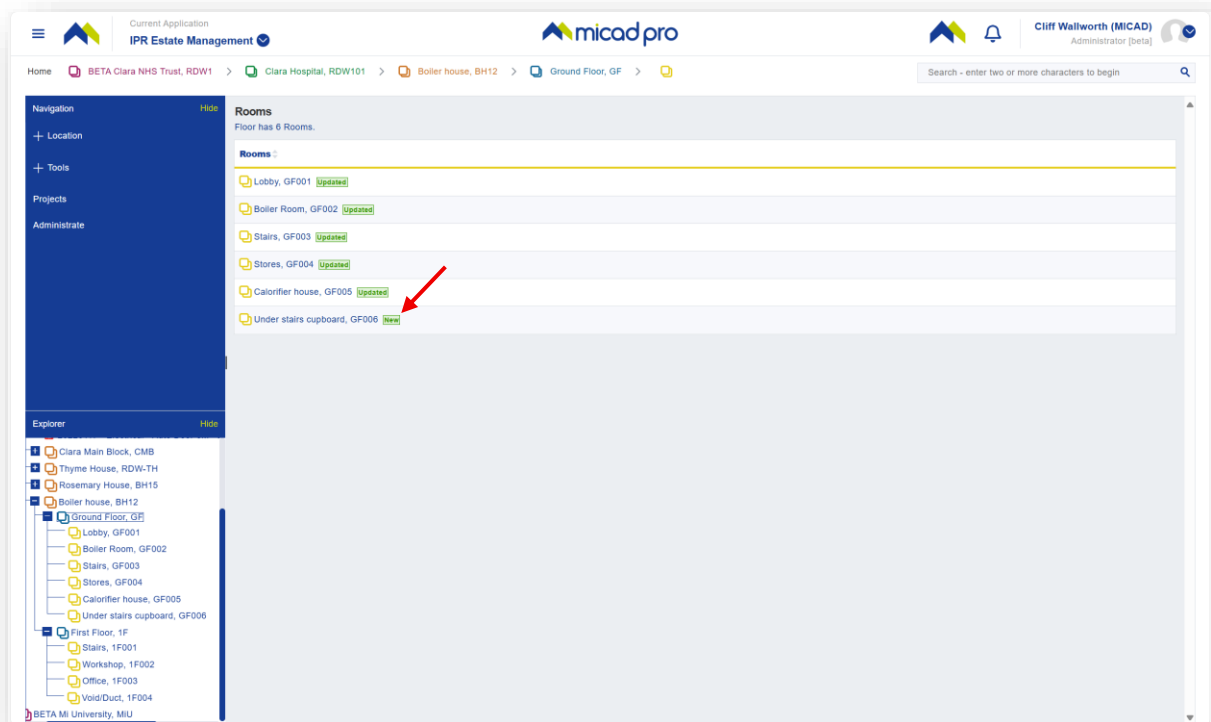


Review the risk and status indicators. Your photos will display if you click the picture icon.



If you have added new locations, Rooms/Areas. They will display in IPR if you navigate the property structure.

The hypothetical example shows a surveyor has created a Room/Area using the App during their survey.

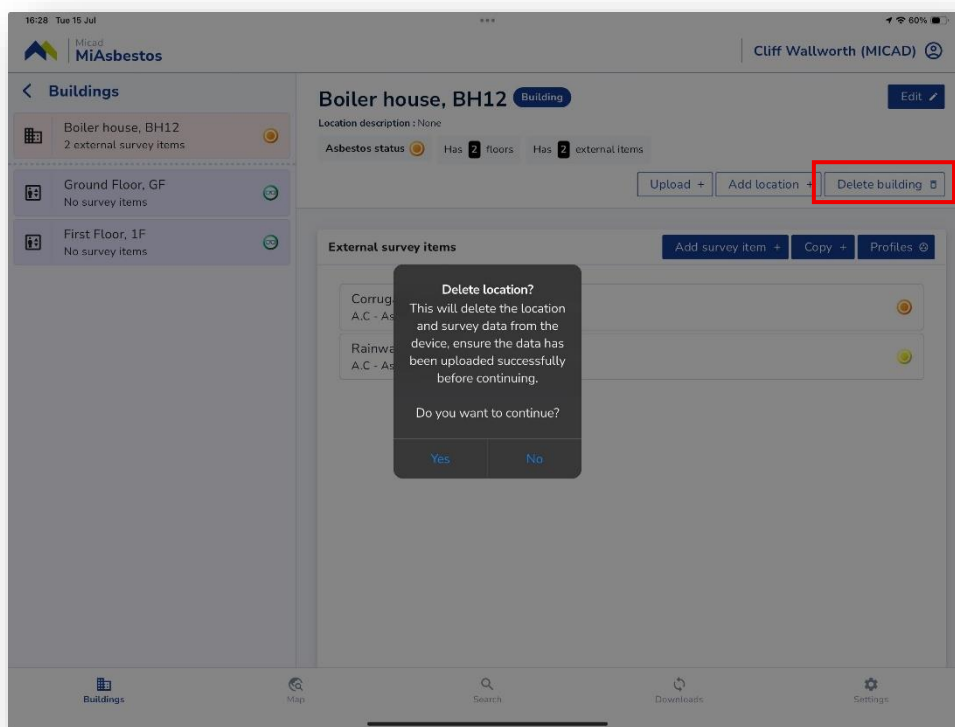


In this example, the new Under stairs cupboard, GF006 has been created by hand. It may not have been identified on the original floor plan.

**Note.** Given that the Micad IPR is a space management system, it would be appropriate to agree with clients if they would want asbestos surveyors to create new location data. Ideally there should be a communication process agreed between asbestos leads and space managers where layout changes are identified.

## Delete the building from the App – post survey upload and import

It is essential to clear a building/block that has been surveyed, uploaded and imported. This prevents duplicates in data since the App stores data offline.



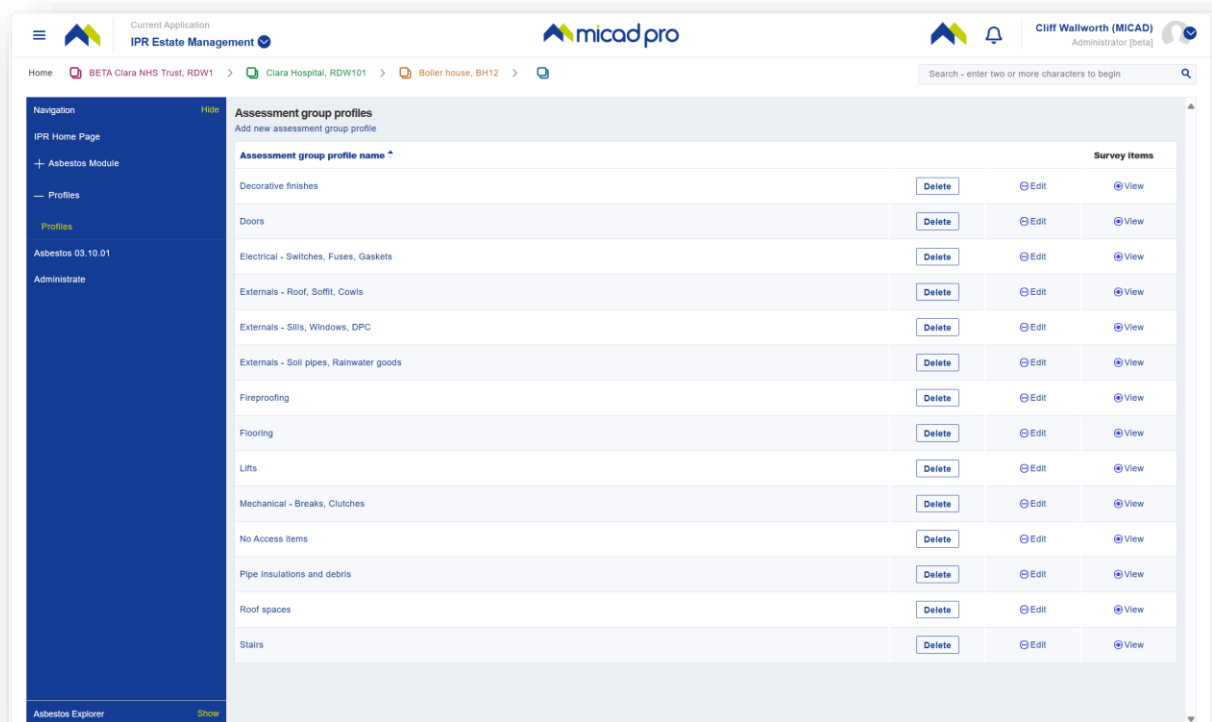
Tap Yes to confirm the deletion

## Profiles

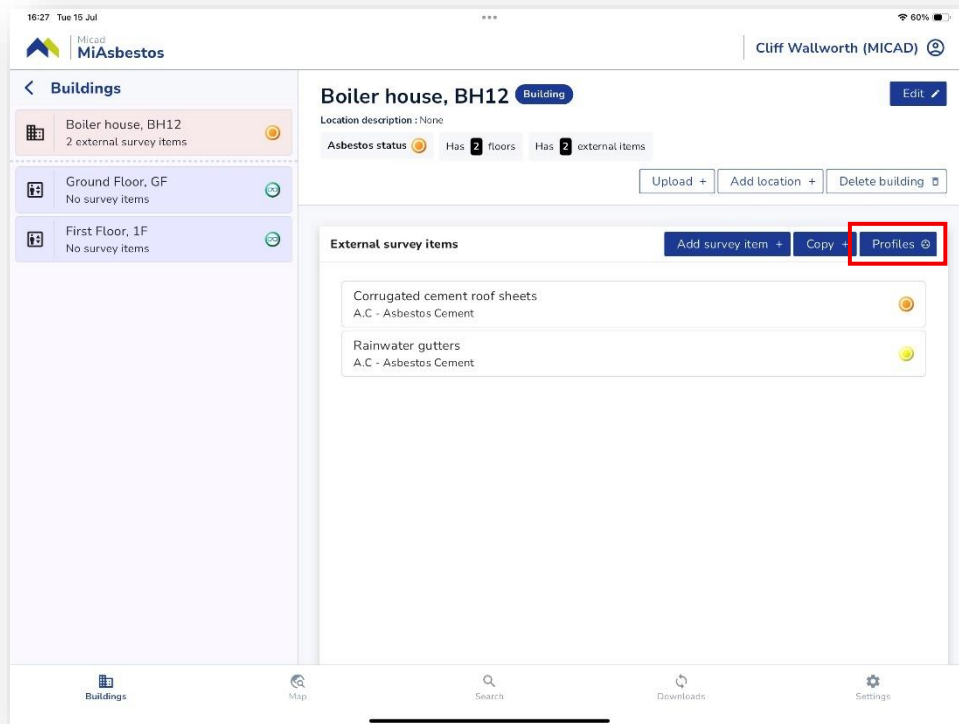
If the Micad client has subscribed to the Asbestos Module Profile tool, the App can take advantage of this expedited way to enter data. The Profiles feature is a library of items that are commonly used. Profiles save data labour, offer uniformity of data and allow the Micad client to govern re-inspection plans and remediation. The Profiles feature is a tool intended for new data, first-time data entry.

**Note.** If the library is empty, check with the system administrator that they have subscribed to the Asbestos Profiles option.

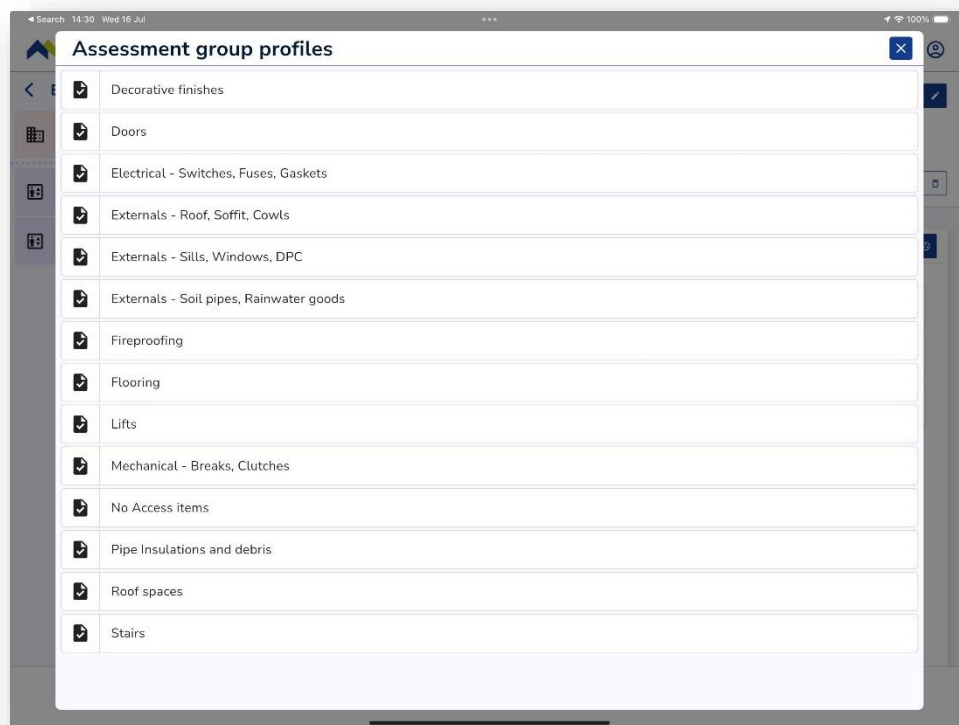
The desktop version of the Micad Asbestos Module will show links to features in the left menu Profiles. The Asbestos Module administrator would set up the profiles that work for their estate and categorise the content something similar to the example below.



To use the Profiles library, navigate to a location using the Buildings menu, tap the Profiles button.



Select the group where you will find items of the closest match to your needs

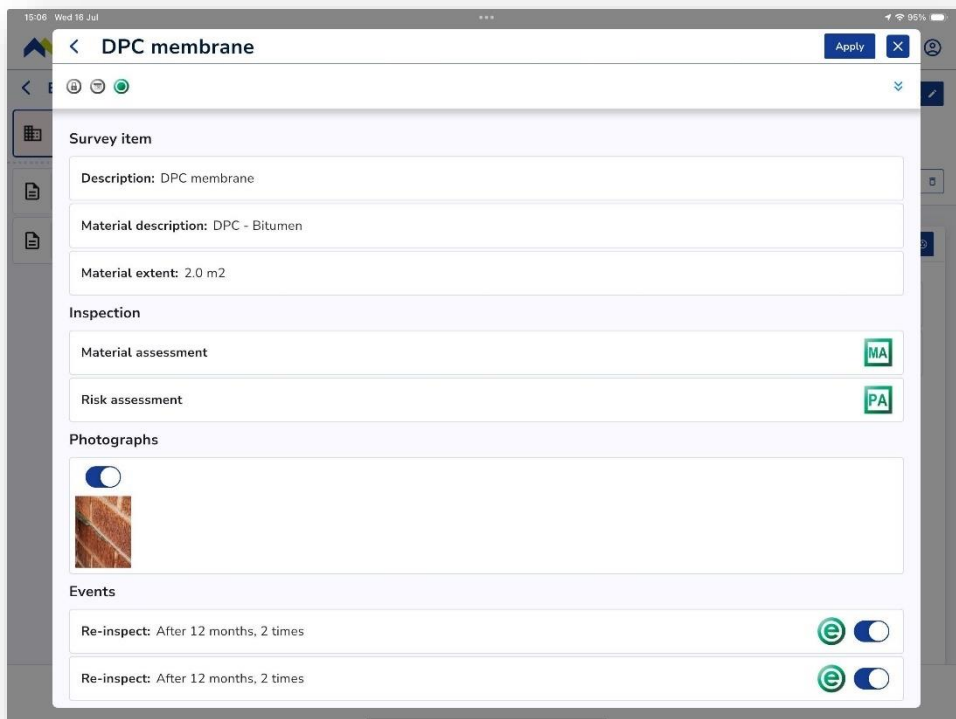




Select the item that best matches your inspection



The selected item will show a summary of the Profile library item. Content can be changed in the next steps. Tap Apply to accept the item.



You can change the details as required but the majority of the data is prefilled from the generic Profile. Example shows, edits on Position, Material extent and dimension, the rest are library.

**New survey item**

Reference number: Profile-1

Description (required): DPC membrane

Material description (required): DPC - Bitumen

Position/location: Ground level external

Material extent (required): 45

Dimension (required): 1m

Plan to inspect:

No access:

No access reason: Select a no access reason

Is removed?:

Save

As you tab through the assessment, alter and update if needed. Tap Save when done

**Reinspection**

Sample reference (required): Profile-1

Consultancy (required): Cave Laboratories Ltd

Analyst name (required): Kevin Lad

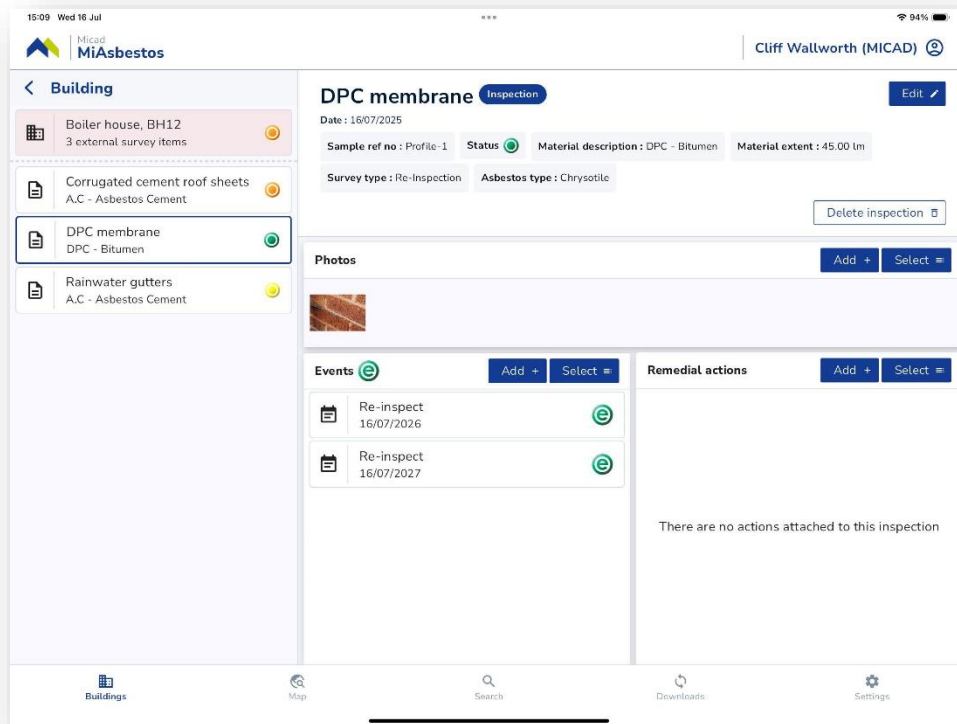
Result presumed:

Analysis result:

- Actinolite:
- Amosite:
- Anthophyllite:
- Chrysotile:
- Crocidolite:
- No Access:
- No Asbestos Detected:
- Tremolite:

Next Save

The new item has been created, it can be edited as you would a hand created item.

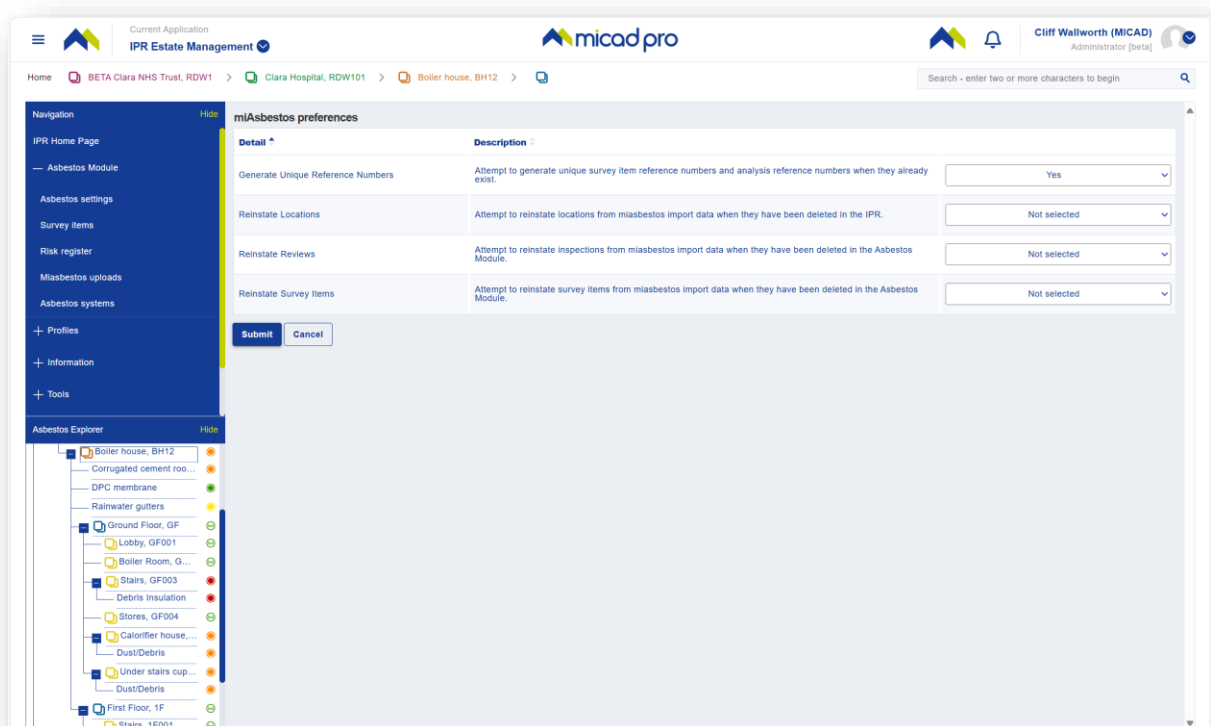


## Troubleshooting imports

There are some advance settings in the Micad Asbestos Module that the Asbestos system manager should be aware of. These can ease the effort needed to correct data conflicts or deficits that can occur while data is out for long periods of time. The Asbestos Module holds the primary records and Apps returning data packages must match like items by their database identifiers.

The Client's Asbestos manager will endeavour freeze the building/block portfolio that's being surveyed and refrain from changing the original asbestos inspections that are out being reinspected using the App.

Review the settings with Asbestos system manager, set them as they work best for you.



To access the MiAsbestos preferences, go to Asbestos Module, Asbestos settings, MiAsbestos preferences.

Make the changes and retry your imports.

**Note.** Changing the MiAsbestos preferences settings in Asbestos Module does not require any update to the App's framework configuration.

## Glossary of terms

**Frameworks** – These are the configuration setting for the asbestos module, each client has their own settings.

**Visually sound** – The App uses the term “Visually sound”, this means NSMI, No suspect materials identified

**No access location** – A location cannot be accessed, this status should be applied a room or building external.

**No access item** – An item cannot be accessed, could be a boxed in void that conceals possible ACMs within or a Lift motor or a known manufacturer has an internal clutch.

**Download** – App action refers to pulling configuration, location and asbestos data from the Asbestos Module

**Upload** – App action that refers to sending survey data as a package to the Asbestos Module, ready to be imported by the Asbestos Module

**Import** – A Asbestos Module action that finalises the transfer of App data into the live Asbestos Module data

**Sample Extrapolation** – A term used by Micad that refers to method of linking primary sample linking to copies of like items. In the trade is often referred to as ‘referenced samples’. The process creates database bonds from a primary sampled inspection to one or more referenced samples. Extrapolated samples are given a Sample prefix so that they become visually identifiable in the Asbestos Module.

**Sample prefix** – A term used by Micad that refers to an identifier string that is appended to Extrapolated samples. A primary sample would be prefixed when copied (Extrapolated).

**Plan to inspect** – A location status flag that can be used in planning surveys or as a method for reporting layout changes

**Access forbidden** – A location status flag that can be used to communicate areas to be marked out of bounds

**Unsurveyed** – A location status, set by default to IPR locations. Used by the Asbestos Module and the App, a Red ring, white centre icon. This means zero information exists. No items are recorded and no status are set. For a Building/Block that has one or more Positive or Negative items, the Unsurveyed status for all locations must be suppressed with either inspections and/or NSMI status.

**Profiles** – A Micad Asbestos Module optional and advanced feature (speak to your account manager to access it). This feature allows the Asbestos system administrator to define library items. The process can save up to 95% of the keyboard data input time in the desktop environment. This feature is option since it support new survey work or fresh starts on data, it is not for re-inspections. The App supports this functionality by offering the survey pre-populated templates.

**No change Re-inspection** – A Micad Asbestos Module concept, for copying over the current inspection to a new inspection with the same assessments copied through. The feature saves keyboard labour when survey items have not deteriorated, and it's environment has not changed since the last inspection. The feature offers to set future inspection events and can copy photos through if the surveyor chooses this method during a survey.

## Features and fixes

General release MiAsbestsos 1.0.0 (26942) dated (11/09/2025)

GA release for new MiAsbestos App, features are described in the above document.

<END>