



WasteTrack

QUICK REFERENCE

Remove Service

Product of
3Logix

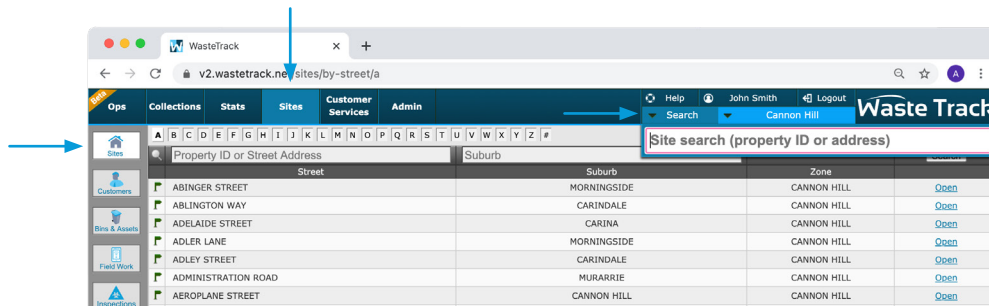
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Remove Service

STEP 1.

Identify site

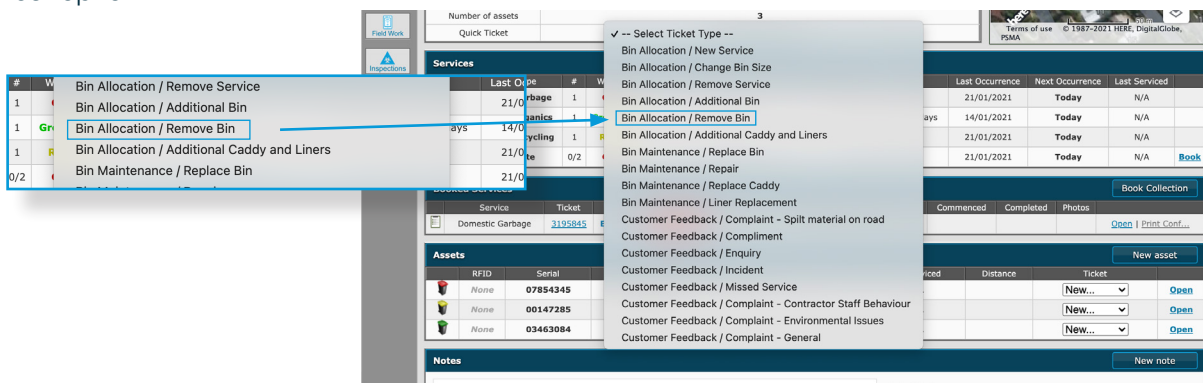
Use the 'Search' tool to Identify the customer's site. Alternatively use the 'Sites' list to browse to the site.



STEP 2.

Identify bin (asset) and create ticket

From the property details use the drop-down selector in the 'Quick Ticket' row to choose the 'Remove Service' option.



STEP 3.

Log details

Log the details of the ticket such as the 'caller's details'.

Select 'Schedule Date' for the changeover to occur on.

Select the 'Reason Code'.

Enter 'Memo Number' if applicable.

Click 'Create Ticket'.

STEP 4.

Review

Review the ticket details.

Print the work for the maintenance vehicle with 'Printing Daily Work Report'.

Click 'Resolving Tickets' for more information.

