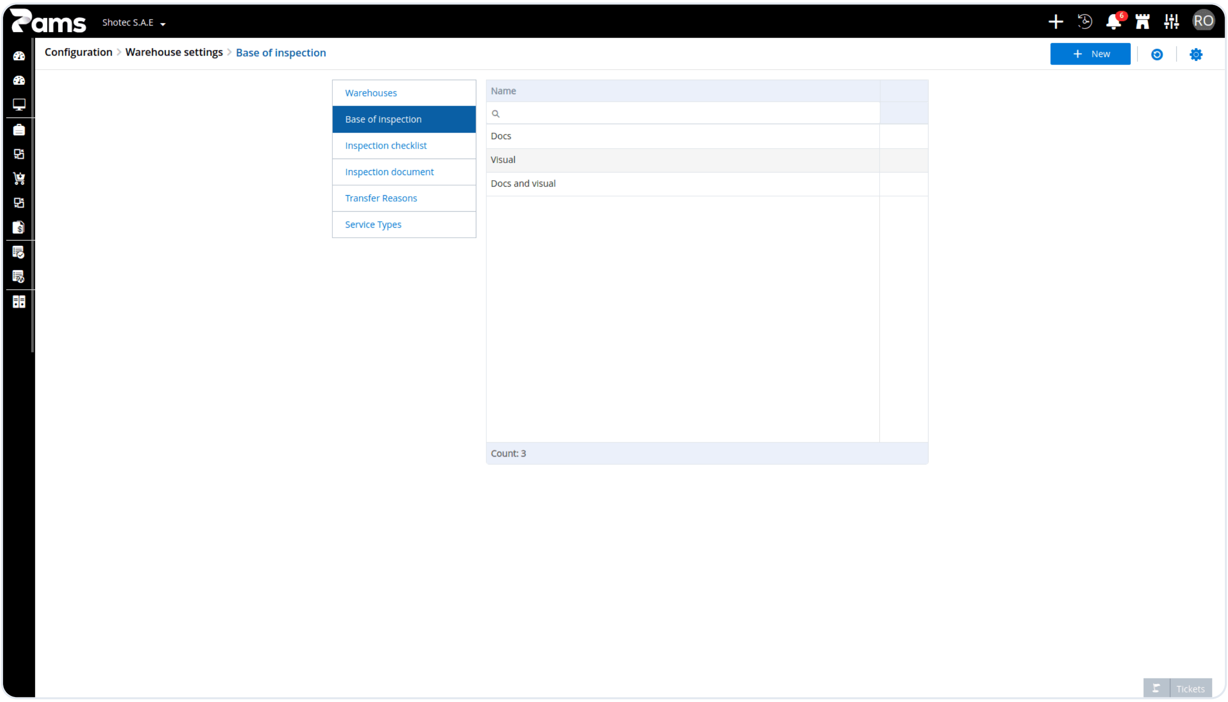
PAMS V2

Base Of Inspection

July 29, 2026

Base Of Inspection

Applications › Configurations › Warehouse Settings



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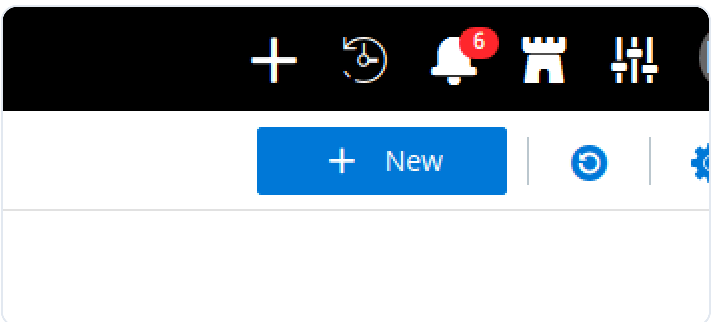


Overview

Base Of Inspection is the Warehouse Settings workspace used to review and maintain inspection-related reference information. Warehouse managers, QC personnel, project managers, and purchasing officers use it when they need to work with inspection documents, service types, and transfer reasons. Use this page before relying on inspection-related records in day-to-day Warehouse activities.

Settings

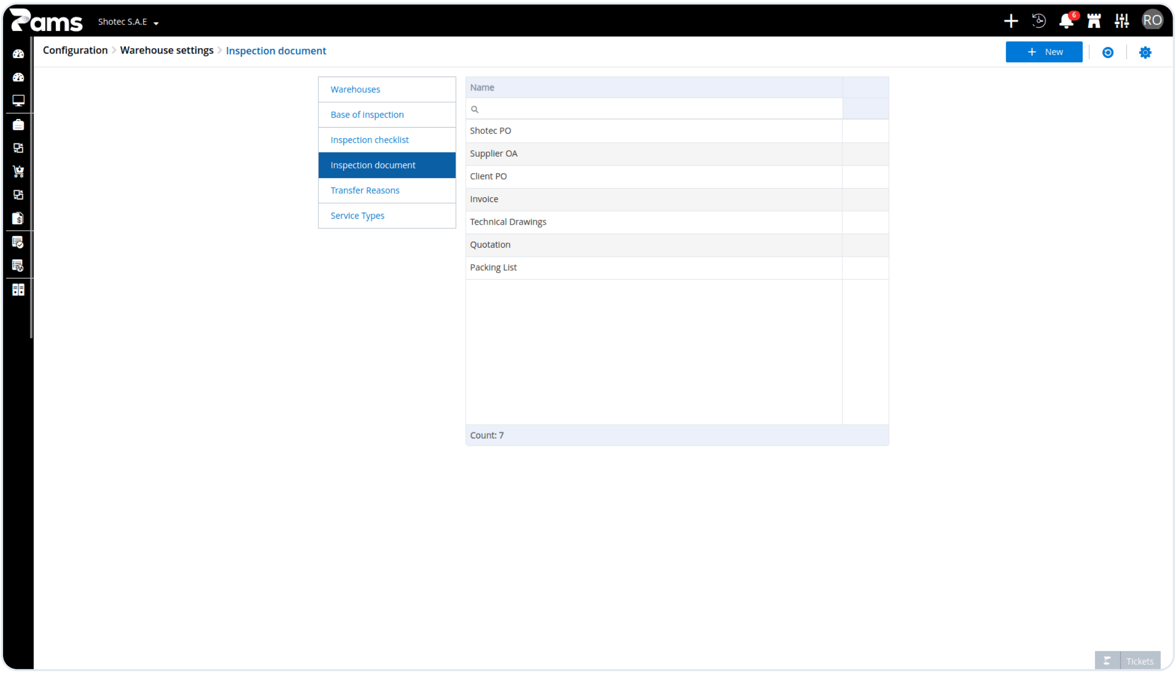
Open **Base of inspection** from **Configurations** > **Warehouse Settings**. The page provides three configuration areas: **inspection document**, **service types**, and **transfer reasons**. Review the appropriate area before creating or updating records so that the inspection basis reflects the documents, services, and reasons required by your operation.

To access the page when prompted, enter your credentials in **Enter User Name** and **Enter Password**, then select **Login**.

> **Note:** The available screen does not show individual record fields or a save action. Confirm the required record details in the record form that opens from **New** before finalizing any changes.

Workflow

1. Open **Base of inspection** through **Configurations** > **Warehouse Settings**. If the login fields are displayed, complete **Enter User Name** and **Enter Password**, then select **Login**.



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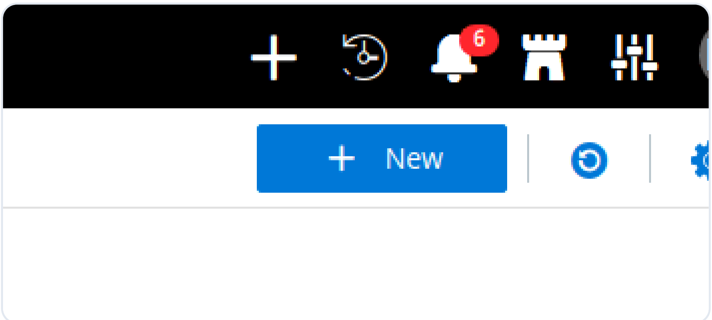


2. Decide whether you need to locate an existing inspection-basis record or start a new one.
    - To locate an existing record, use **Search** and then select **Apply filter** if filtering options are available.
    - To begin a new record, select **New**.
    - To stop an unfinished action or filter operation, select **Cancel**.

    The screen shows inspection-related records across the available tabs. Use the tab that matches the type of information you need to review or maintain.

3. Decide which inspection reference category applies to your work:
    - Use **inspection document** for document-related inspection records.
    - Use **service types** for service-related inspection records.
    - Use **transfer reasons** for records concerning transfer reasons.

Select the relevant tab and review the records displayed there. The supplied screen does not identify a button that moves a record from one tab to another; treat each tab as a separate reference category.

4. When you need a copy of the currently available data, select **Export**. If you need to refresh available information, use **icn-update**.

   > **Tip:** Apply a search or filter before exporting when you need a smaller, more focused set of records.

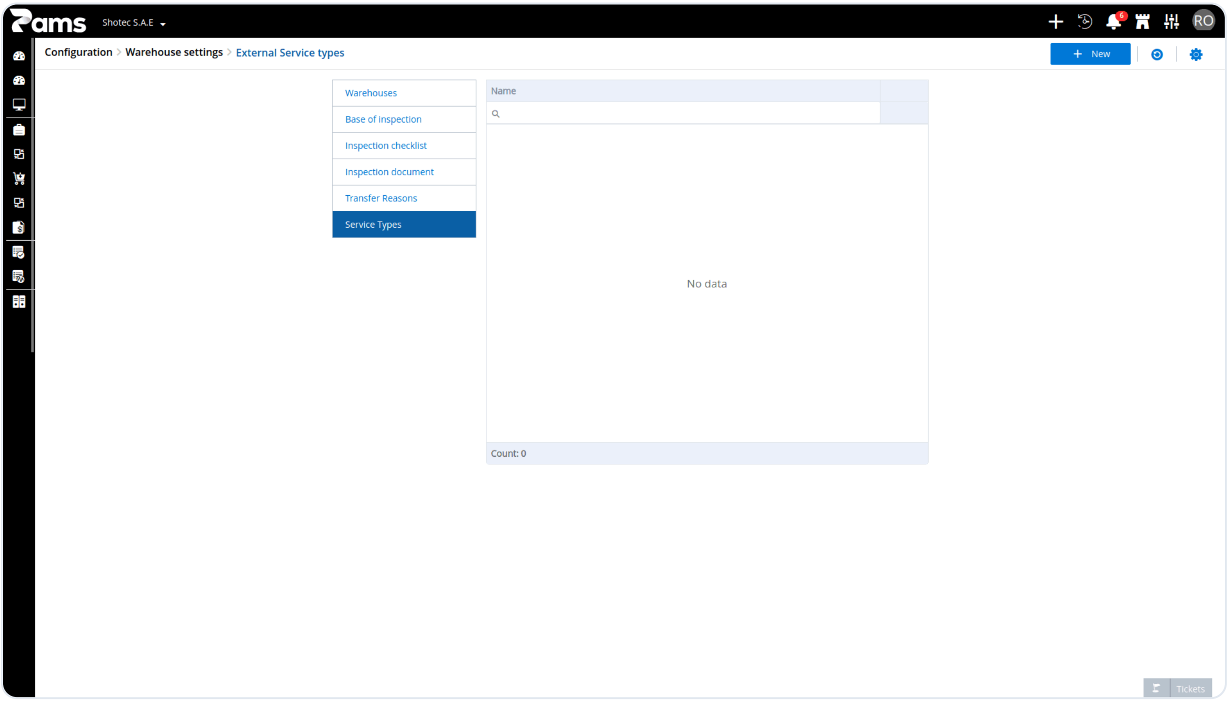
5. If the page displays a confirmation dialog after an action, select **Ok** to accept the displayed confirmation. Use **Cancel** when you do not want to proceed.

inspection document

The **inspection document** tab holds document-related inspection records. Use this area to search for, review, or begin a new inspection-document record using **Search**, **Apply filter**, and **New**. The visible record count indicates that this tab can contain multiple records; review the current list rather than assuming that one document applies to every inspection requirement.

No control is provided that moves records into or out of this tab. Use **Export** when you need to extract the displayed document-related information.

service types



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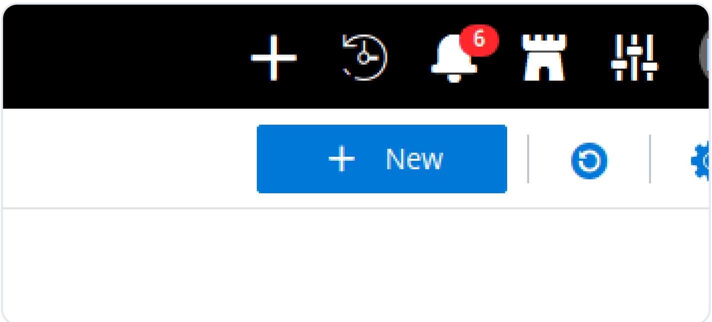
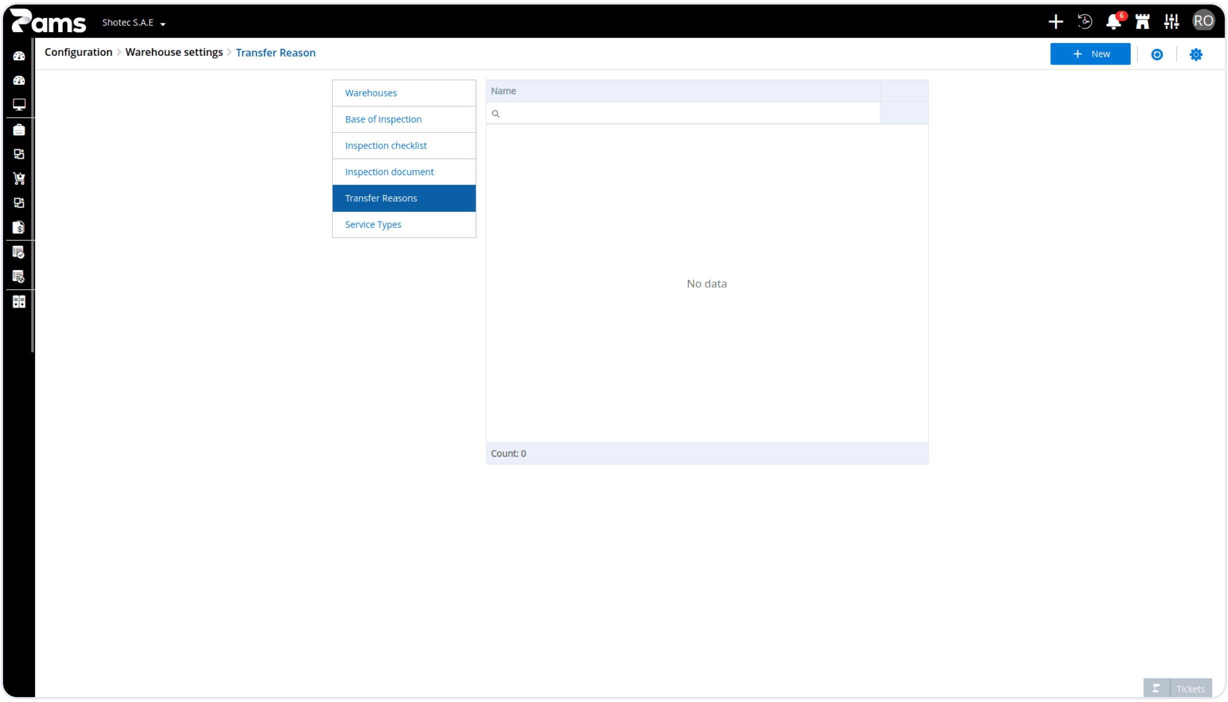


The **service types** tab holds service-type records used as part of the inspection basis. Select this tab when the inspection requirement concerns a service rather than an inspection document or a transfer reason. Use **Search** to find an existing service type, **Apply filter** to narrow the displayed records, or **New** to begin adding a record.

No record-transfer action is listed for this tab. The tab displays its own category of records, so review and maintain service-type information here.

> **Tip:** Use a consistent search term when checking related entries across the three tabs. This reduces the risk of creating a duplicate record in the wrong category.

transfer reasons



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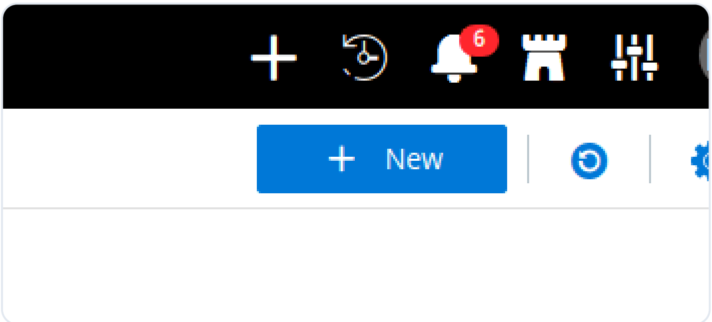

The **transfer reasons** tab holds records relating to transfer reasons. Use it when you need to check whether a reason is already available before beginning a new record. You can use **Search**, **Apply filter**, **New**, and **Export** while working with the records shown in this category.

The supplied controls do not show a workflow action that transfers records between categories. Keep transfer-reason records in this tab and use the other tabs only for their respective inspection-document or service-type records.

Examples

A warehouse manager needs to review the available inspection basis before processing a stock-related inspection requirement.

1. The manager opens **Base of inspection** from **Configurations** > **Warehouse Settings** and signs in with **Enter User Name** and **Enter Password** if required.
2. The manager first selects **inspection document** and uses **Search** to check whether the required inspection document is already listed.
3. The manager then selects **service types** and searches for the related service classification. If no suitable record is found, the manager selects **New** to begin a new entry.
4. The manager selects **transfer reasons** to verify that the applicable transfer reason is available.
5. After reviewing the relevant records, the manager selects **Export** to retain a copy of the displayed information for follow-up.
6. If a confirmation is shown, the manager selects **Ok** to complete the displayed action.

Tips

> **Warning:** Do not assume that records in one tab are available in another tab. Inspection documents, service types, and transfer reasons are presented as separate categories.

> **Note:** Use **Cancel** to abandon a pending action rather than confirming an incomplete change.

- Use **Search** before selecting **New** to reduce duplicate records.
- Use **Apply filter** only after choosing the criteria available on screen.
- Use **icn-update** when you need to refresh the displayed information.
- Use **Export** after narrowing the record list if the exported information must relate to a specific inspection category.

Troubleshooting

Symptom	Likely Cause	Fix
You cannot access the Base Of Inspection workspace.	Login details are required.	Enter values in **Enter User Name** and **Enter Password**, then select **Login**.

Symptom	Likely Cause	Fix
The required record is not visible.	You may be viewing the wrong category or the list may not be narrowed correctly.	Check **inspection document**, **service types**, and **transfer reasons** in turn. Use **Search** and **Apply filter** where available.
You started an action by mistake.	An unintended record or filter action was opened.	Select **Cancel** before confirming the action.
The displayed list appears out of date.	The current information may need to be refreshed.	Select **icn-update**, then repeat the search or filter.

Related pages

- Inspection Checklist
- Configurations — Overview
- Configurations — Learning Path
- Service Types
- Warehouse Product Types
- Account Managers
- Branches
- Flags
- Market Segments
- Product Types
- Dynamic Validation
- Bank Accounts
- LGs Facilities
- Account Types
- Cancellation Reasons