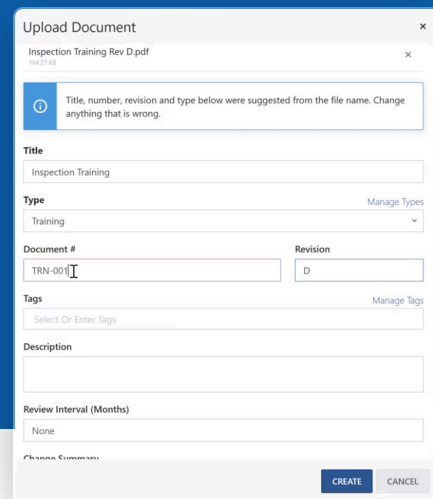


Document Management

Controlled documents, next to the records they govern

Quality manuals, procedures, work instructions, forms, drawings, and specifications, controlled inside the Net-Inspect® platform that already holds your FAIRs and corrective actions. Drop a file and the form fills itself in. Route it for approval, keep every revision, decide exactly who can see it, and prove all of it on audit day.



From a shared folder to a controlled record

With Document Management

- + The released revision and its effective date are recorded
- + Approval is a timestamped record, routed to the right people
- + Review runs on a cadence, with reminders
- + Access follows the folder; restricted work stays hidden
- + Every superseded revision is retained

Why quality teams care



Uploading takes a confirmation, not a form

Drop the file and the module reads the filename to propose the title, revision, document number, and type. You confirm rather than type. Suggested numbers follow your prefix and sequence, and existing shop numbers carry over unchanged.



Approvals that match how shops work

Multi-step workflows where a step can name a division, department, work center, or person, so approval is not stuck behind someone on vacation. Any one named approver signs for a step. Save a route once and reuse it. Every decision is timestamped, and a rejection requires a comment.



Access control that is unusually careful

Read, Write, and Manage permissions per folder, inherited down the tree, with an Access Overview that shows who can see each folder. Restricted content is hidden, not merely locked: no access means the folder, its documents, its titles, and its numbers do not appear anywhere, including search.

A folder on a network share

- Which file is current depends on who you ask
- Approval is a signature in a binder or an email
- Review happens when someone remembers
- Anyone with the link sees the drawing number
- The scramble before every audit



**Part of the platform
your quality records
already live in**

✓ One login

Same platform and sign-in as your FAIRs, NCRs, and CARs.

✓ Every revision kept

Change summary, author, dates, and effective date on each. Superseded revisions stay readable.

✓ Archive, delete, restore

Archive what you no longer need; delete mistaken uploads. Restorable.

✓ FedRAMP Moderate Equivalency

Hosted on Azure Government; assessed annually by an independent FedRAMP-accredited assessor (3PAO).

If keeping procedures current has gotten harder as you have grown,
we are happy to walk through how the module fits your setup.

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The life of a controlled document

Draft to released through a route you define; the governing revision until reviewed, revised, or archived; full history the whole way.



Drop the file, confirm the form

The module reads the filename and proposes the title, revision, document number, and type; you change anything that is wrong. Revision letters follow ASME Y14.35, or type 1.0 and 2.0 if that is how your shop works. Company-defined types and tags keep the library in your language. Files up to 100 MB.



Find and read

An explorer-style folder tree with breadcrumbs, up to six levels deep. Search by number, title, description, tag, or owner, into subfolders. Filter by type, status, owner, effective date, and next review date, and export the whole library: the master document list auditors ask for. PDFs, images, and Word and Excel files open in the browser; the original is always downloadable.



Approve and release

Steps run in order; any one named approver signs for a step. Approve or reject with a timestamped comment. Save routes and set a default by document type, or release without approval when no chain is needed. My Actions shows what is waiting on you, with email notifications.



Stay current and audit-ready

Each document carries a review interval you set. When it comes due it is flagged and the reviewer is reminded; a completed review confirms it is still current. Fix a typo without a new revision, with the reason logged and the previous file retained. Archive, delete, restore.



Control who sees what

Read, Write, and Manage per folder, granted to people, divisions, departments, or work centers. Admin and User roles decide who runs the library. Access Overview shows who can see each folder, and exactly what one person can see.



Built for audit day

Show any document's released revision, its approval record with names and timestamps, its full history, and the master document list, without leaving the system that holds your inspection records. Supports and evidences AS9100 clause 7.5.3 and the equivalent ISO 9001 and IATF 16949 requirements.

Straight answers

Do documents expire? No. A released document stays the governing revision until someone reviews, revises, or archives it.

Electronic signatures? Approval records capture decision, comment, timestamp, and identity. The module does not offer 21 CFR Part 11 signature ceremonies.

Who gets it? A licensed module, shown in your navigation once enabled for your account. Ask your Net-Inspect contact about adding it.

Editing documents in the app? No, by design. Edit in Word or Excel and upload. The module is a control system, not an authoring tool.

Export-controlled work? Folder permissions and hidden-not-locked visibility support your export-compliance program. They do not confer ITAR compliance.