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# 一、安全检查

## 1. 新增检查



1、点击按钮

The form has sections for 常规 (General), 整改 (Rectification), and 审核 (Review). In the General section, '整改单位' is set to '广州数建信息科技有限公司(数建科技)', '整改人' is 'SJTG.数建科技', and '审核人' is '良(数建科技)'. In the Rectification section, '创建者' is 'lui(广州数建)', '整改日期' is '2023-07-18', and '整改状态' is '未整改'. In the Audit section, '审核者' is '良(数建科技)', '审核日期' is '2023-07-18', and there is a note '尚未完成' (Not Yet Completed). The '标题' field contains '安全整改', and the '问题记录' (Problem Record) area contains '安全整改'.

录入数据后，点击‘发送’按钮

操作：点击‘新增检查’按钮-->在新增窗口中录入安全检查数据和指派人-->点击‘发送’按钮即创建成功。

## 2. 整改回复

The screenshot shows a web-based form for managing rectifications. At the top, there are fields for '整改人' (Handler) set to 'SITG(数建科技)', '加载所有人' (Load All People) button, '创建人' (Creator) set to '良J广州数建信息科技有限公司', and '创建日期' (Creation Date) set to '2023-07-18'. Below these are tabs for '新建' (New), '整改' (Rectification), and '审核' (Review). The '整改' tab is active, showing a date picker for '整改日期' (Rectification Date) and a rich text editor for '整改回复内容' (Rectification Content) containing placeholder text '整改回复内容'. The '审核' tab shows a date picker for '审核日期' (Review Date) and a rich text editor for '整改回复内容' (Rectification Content) also containing placeholder text. At the bottom right of the form is a red arrow pointing to a blue '提交整改' (Submit Rectification) button.

操作：整改人输入整改回复-->点击‘提交整改’按钮即可

## 3. 审核回复

The screenshot shows a web-based form for managing review responses. At the top, there are fields for '创建者' (Creator) set to '良J广州数建信息科技有限公司', '创建日期' (Creation Date) set to '2023-07-18', and a date picker for '整改日期' (Rectification Date) set to '2023-07-25'. Below these are tabs for '新建' (New), '整改' (Rectification), and '审核' (Review). The '审核' tab is active, showing a date picker for '审核日期' (Review Date) and a rich text editor for '整改回复内容' (Rectification Content) containing placeholder text '整改完成'. The '整改' tab shows a date picker for '整改日期' (Rectification Date) and a rich text editor for '整改回复内容' (Rectification Content) also containing placeholder text. At the bottom right of the form is a red arrow pointing to a row of buttons: '审核通过' (Review Passed), '不通过' (Review Failed), and '关闭' (Close).

操作：审核人做审核回复-->选择‘审核通过’或者‘不通过’即可