

## Reporting Features

PAWS management reports are delivered using Crystal Reports, the industry standard third-party report writing tool.

**Action Tracker Group by Audit**

Navigator: Country Filter: No Filter Sort Order: None (Ascending)

| Ref                         | Title                           | Category | Severity | Response By     | Response         | Action Owner | Action Status | Current Due Date | Dr |
|-----------------------------|---------------------------------|----------|----------|-----------------|------------------|--------------|---------------|------------------|----|
| <b>UK</b>                   |                                 |          |          |                 |                  |              |               |                  |    |
| LON1-02 London Payroll      |                                 |          |          |                 |                  |              |               |                  |    |
| 1                           | Unauthorised access to premises | Security | Medium   | John Wright     | Agreed           | Mick Susking | Actioned      | 19/03/2003       | 1  |
| <b>USA</b>                  |                                 |          |          |                 |                  |              |               |                  |    |
| HOU1-01 Houston Branch 2003 |                                 |          |          |                 |                  |              |               |                  |    |
| 1                           | Suitability of security staff   |          | Medium   | George Thompson | Agreed           | David Mangle | Not Actioned  | 20/02/2003       | 2  |
| 2                           | Disposal of waste products      |          | Medium   | Fred Blair      | Partially agreed |              | Not Actioned  | 04/03/2003       | C  |

PAWS contains several standard report layouts. The reports also automatically pick up the current navigator, sort and filtering options as displayed on screen, thereby providing a great deal of flexibility over each report scope and content.

Reports may be previewed to screen, printed to all common printer types and exported to external formats, such as MS Word and Rich Text Format.

Customised report formats can be easily added on request, often at no additional cost. Please contact Pentana for more information.