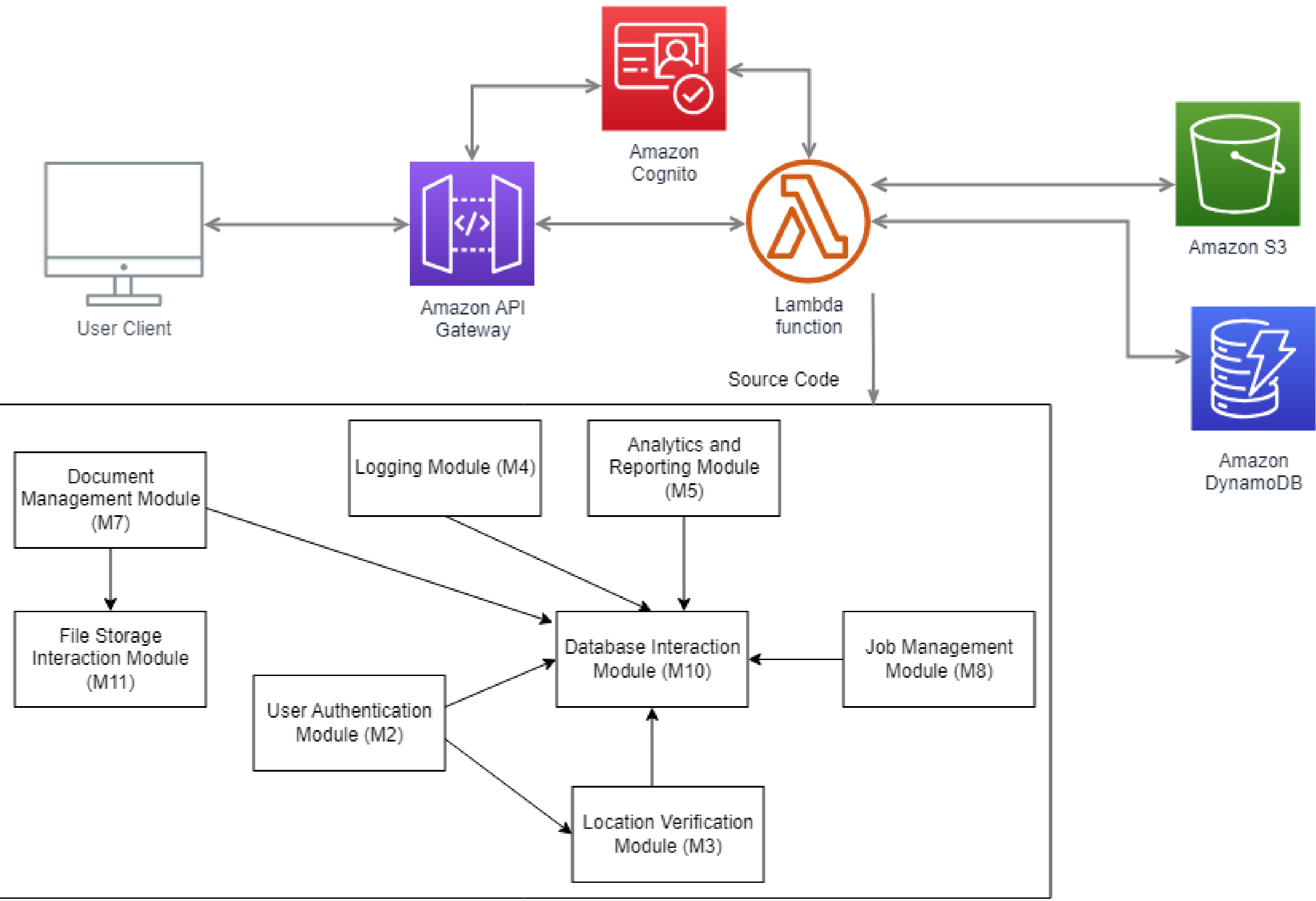


Summary

- The City of Hamilton, Water Division manages contractors visiting sites throughout the city.
- SyncMaster is a cloud-based user authentication and document distribution system hosted using Amazon Web Services.
- Each site has a QR code to a contractor portal to view and acknowledge site documentation and explain the purpose of their visit.
- Visit logs are available for the city to review in the admin portal.
- Documents uploaded to the admin portal sync automatically to station contractor portals, maintaining a single source of truth.

Software Architecture

Module Diagram:



Acknowledgements

We would like to thank the City of Hamilton, Water Division, particularly Matt Yakymyshyn, for their feedback and guidance in the development of this application.

Contractor Portal

Authentication Page:

Hamilton Water

Acknowledgment

The following document(s) must be read before accessing the site.

HW PO Health and Safety Program Manual.pdf
Link: [Click Here to View Document](#)
☐ I acknowledge that I have read this document

PO Master Designated Substance Survey.pdf
Link: [Click Here to View Document](#)
☐ I acknowledge that I have read this document

The following training(s) must be completed before accessing the site.

Have you completed the Annual H&S Training?
☐ Yes
☐ No

CONTINUE

Visit Details Page:

Hamilton Water

Visit Details

Work Order Number [+ ADD](#)

Description of Work Done [+ ADD](#)

Add any relevant photos/documents below

No attachments found

UPLOAD ATTACHMENT

END VISIT

Jobs Documents

Admin Portal

Site Documents Page:

Documents	Name	Date Modified	Expiry Date	Type
Site Wide	<input type="checkbox"/> PO-PMATS Contact Information.pdf	March 28, 2025 at 8:06 PM	N/A	File
Site Specific	<input type="checkbox"/> Site Wide Acknowledgements	March 28, 2025 at 8:07 PM	N/A	Folder
Organization	<input type="checkbox"/> WWTP Safety Passport.pdf	March 28, 2025 at 8:06 PM	N/A	File
Site Visits				
Manage Sites				
Manage Users				

+ ADD NEW

Visit Logs Page:

Documents	Site Visits
Site Wide	EXPORT TO CSV
Site Specific	
Organization	
Site Visits	
Manage Sites	
Manage Users	

Site ID	User Email	Employee ID	Entry Time	Exit Time	Allowed Tracking	Acknowledgment Status	Work Order	On Site
HC052	fanr13@mcmaster.ca		3/29/2025, 1:01:36 PM	N/A	Yes	No		Yes
HC052	megaawesomelego@gmail.com		3/29/2025, 11:55:24 AM	N/A	Yes	No		No
HC052	thinkpad220@hotmail.com		3/29/2025, 9:50:32 AM	N/A	No	No		Yes
HC052	thinkpad220@hotmail.com		3/29/2025, 9:49:14 AM	3/29/2025, 9:49:48 AM	No	No		Yes

User Management Page:

Documents	Manage Users
Site Wide	+ ADD NEW USER USER REQUESTS
Site Specific	
Organization	
Site Visits	
Manage Sites	
Manage Users	

Name	Email	Role	Company	Status	Actions
Bob Lee	testing@loading.com	contractor	ABC Contracting	Requires Password Change	Edit
Jack Nickolson	thinkpad220@hotmail.com	contractor	Millers Plumbing	Confirmed	Edit
test request	rafeediqbal@gmail.com	contractor	test request	Confirmed	Edit
Sam Lee	megaawesomelego@gmail.com	contractor	Sam's Plumbing	Confirmed	Edit
Jack Smith	rafeediqbal@gmail.com	contractor	Test Contracting Company	Confirmed	Edit
testedit	Test@gmail.com	employee	testcompanyedit	Confirmed	Edit

Key Benefits

- Provides visibility on contractor visits to sites. All visit details are automatically sent to the admin portal, eliminating the current requirement for email to obtain this information.
- A single platform to host the latest versions of site documents, eliminating the risk of contractors visiting sites with outdated documents.
- Simple user-tested interface which is easy to use without requiring strong technical skills.
- Low cloud computing cost with most features covered by the Amazon Web Services free tier.