Operations

WebGIS – Guideline

Document Number: NO-O-WG	Revision number 0.1
Document Name: WebGIS – Guideline	Revision date: 01.02.2020
Process Owner: Director of Operations	Classification: Internal

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Executive Summary

This document is the overall guide for WebGIS platform and specifies Netomnia's requirements for viewing, editing and updating the network elements within the Netomnia's network.

Objective

The objective of this document is to provide guidance on how to update the various build statuses and request amendments using Netomnia's WebGIS.

Operational Requirement

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▪ Correct Digitisation of all planned networks.
▪ Capture of all infrastructure has been built on Netomnia's network.
▪ Information digitised for all workstreams (poling, civils, cabling, splicing etc.)
▪ Record of As-built information.

WebGis Software

This section will introduce the WebGIS software used by Netomnia and the user interface. The WebGIS is a cloud-based system. Users are able to log on from both computer and tablet or phone.

The WebGIS contain the below layers:
Plan – Netomnia's planned network
Build – Netomnia's network with the relevant build statuses
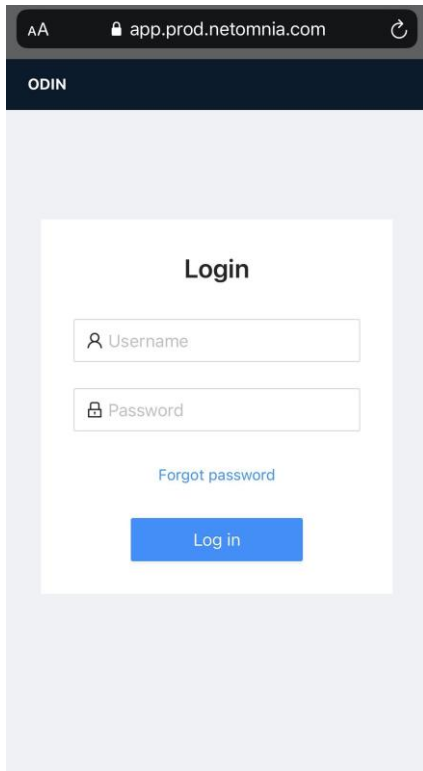Survey – Layer containing all the elements used by surveyors.
Openreach – Layer containing all the Openreach network which is being used by Netomnia under the PIA product.
OS – Ordnance Survey data
Base Maps – collection of GIS data / imagery that form the background setting for a map.

WebGIS Login

After you have set up your account through the provided link to your email address, you will be able to log in to the system.

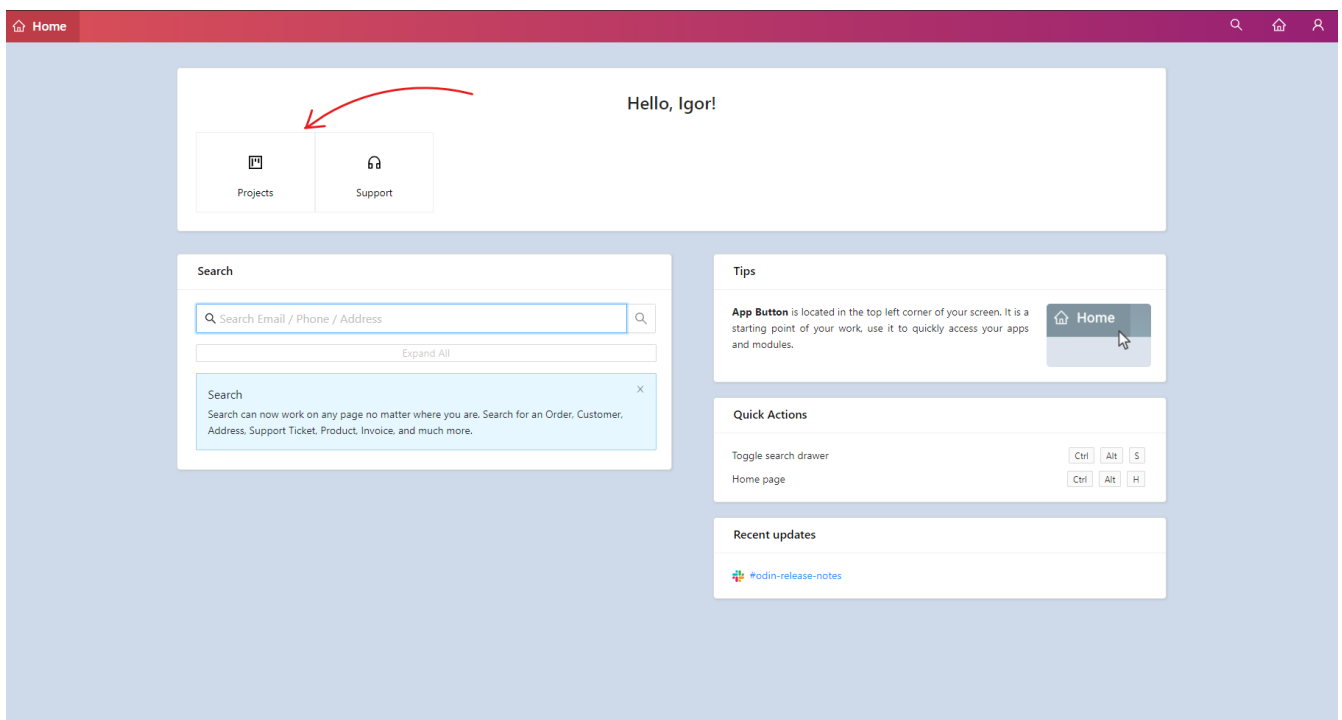To log on to the system you will require access to the internet.

Continue to the WebGIS website using the hyperlink provided.

https://app.prod.netomnia.com/login

Log on using the username and password provided

WebGIS Start

Regardless of whether you're accessing the program through desktop, tablet or phone click the Projects icon:

Locate

Use Menu to access the module's main functions.

Use the '+ Button' to add Feature to the map

Use the 'Enable Selection Button' to start the modal for choosing the Feature Type and selection on the Map

Use the 'Locate Button' to be able to locate your location. This will use the device's GPS/Internet.
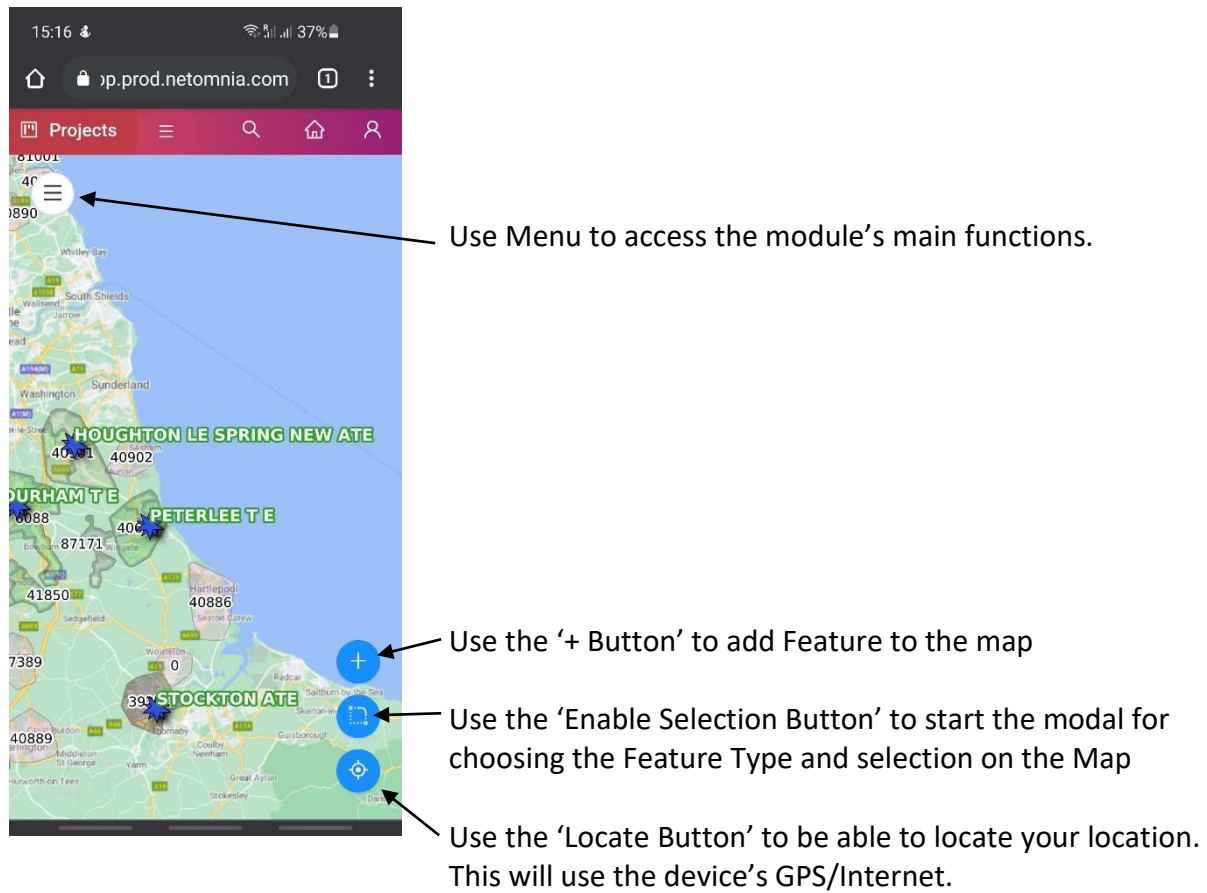
Feature Type selection modal

Choose between different feature types:
- blockage
- chamber
- duct
- pole
- survey structure
- pia duct
- hazard
- rope
- cable
- closure
- survey route

Once chosen, make the selection on the map for the area of interest.

Search Features

Once in the Menu, you can search for (1) Layers and (2) Features. Select the Type of feature and introduce the Feature ID in the search bar and tap on the magnifier icon.
If you are using the Selection tool, selection results will show in (2) Features.
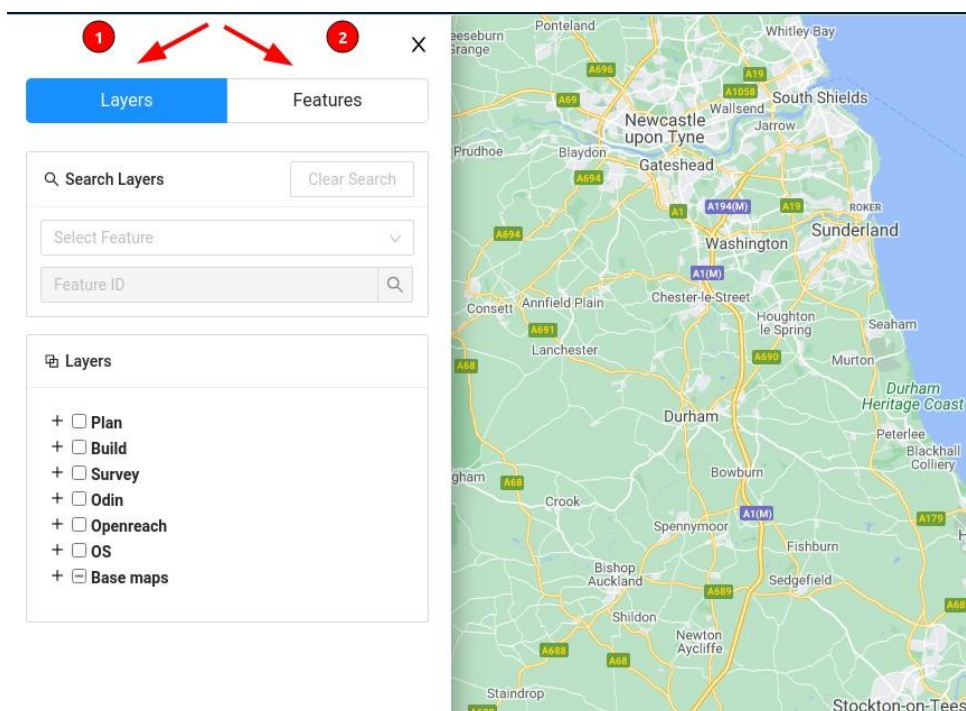
By ticking the checkbox in Layers section, the selected layer will be shown on the map

By clicking on the "View" button of the result, the detailed view of the Feature will appear. Here you can upload the images and see other Feature details of interest, as shown below.

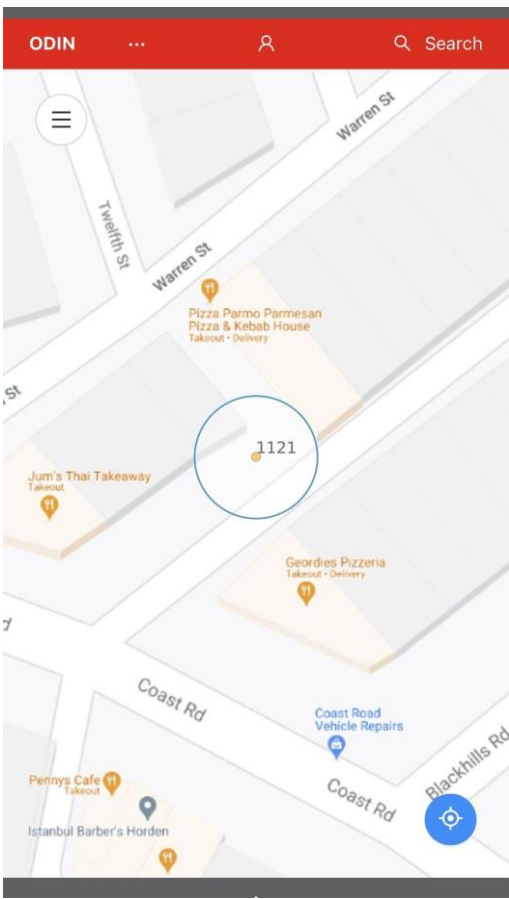By clicking on the "Locate" button, you are taken to the search result location

Feature detailed view:
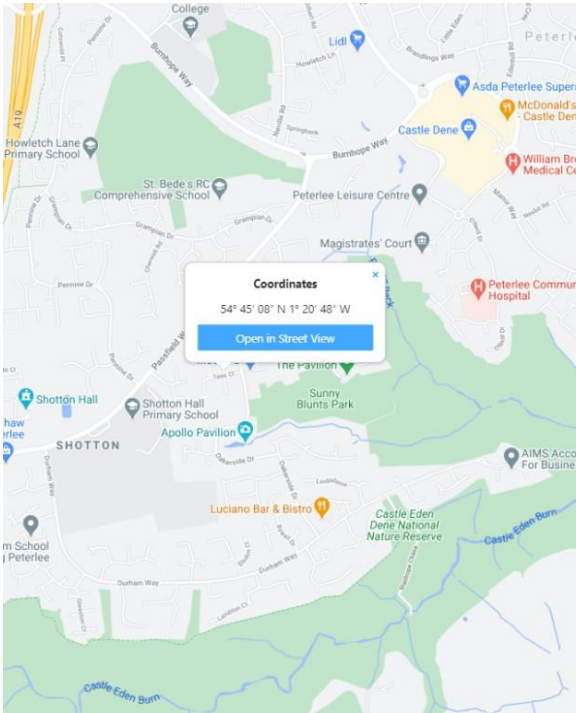

When in feature detailed view, you can take certain actions such as Edit, Clone or Delete (admin only) and view / upload files.

When you've entered the Feature ID and clicked or tapped the magnifier icon the map will zoom the the location of the feature.

Street View

Turn off the action buttons and click on the map to get coordinates and a link to the street view.

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Change request

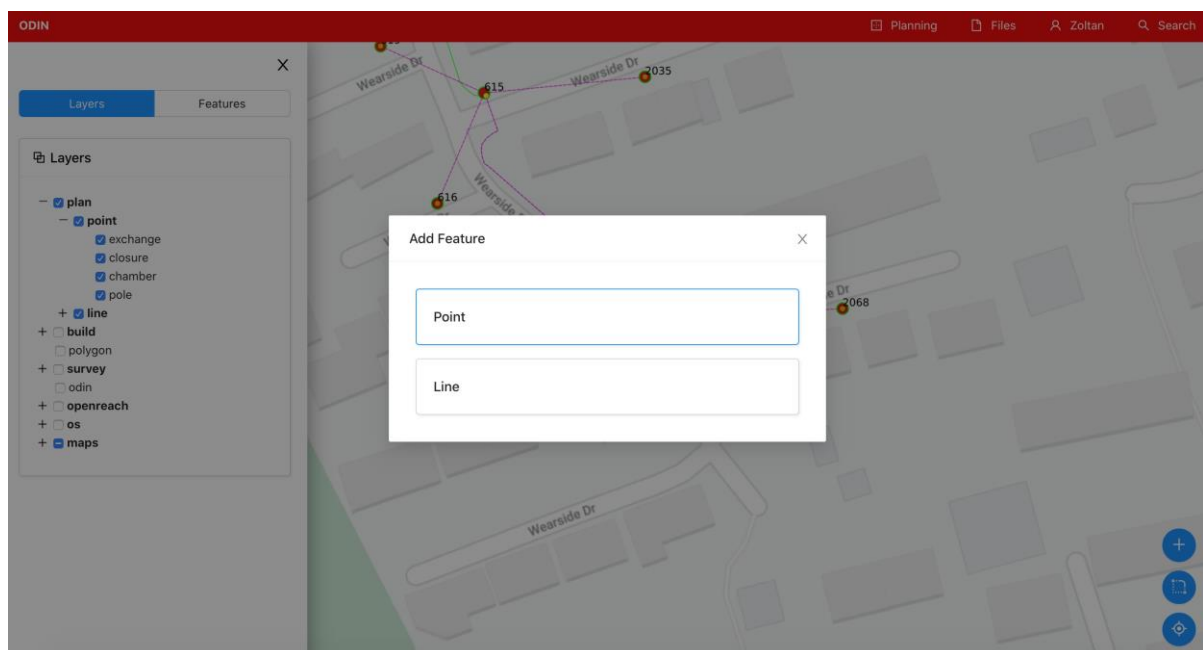Follow the below steps to request change via the system.

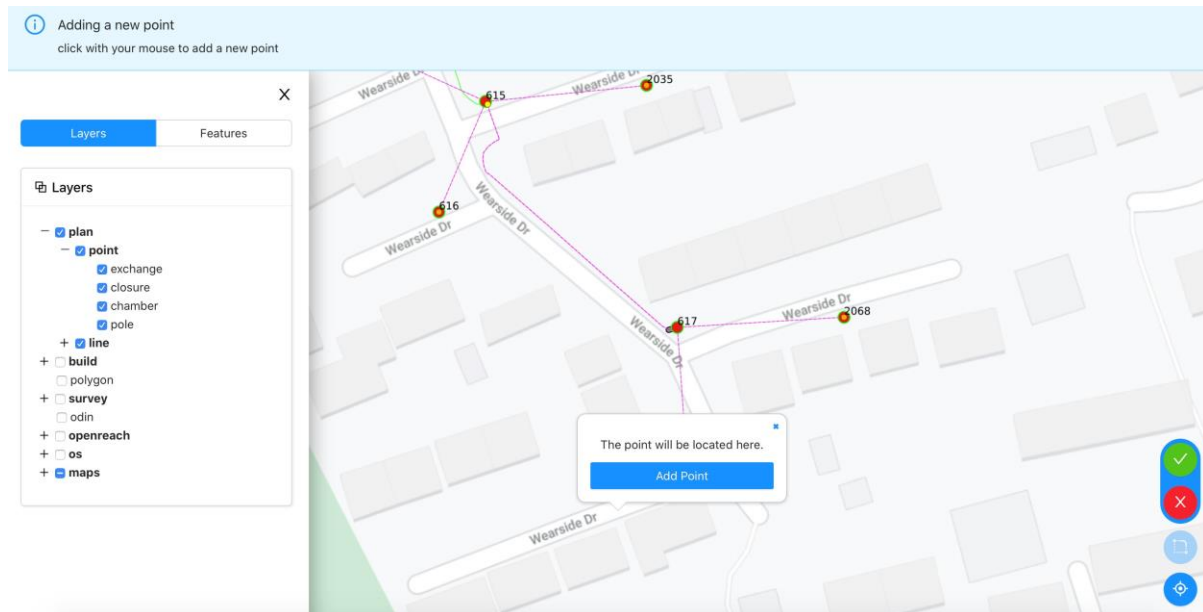Select the add Button on the bottom right corner.
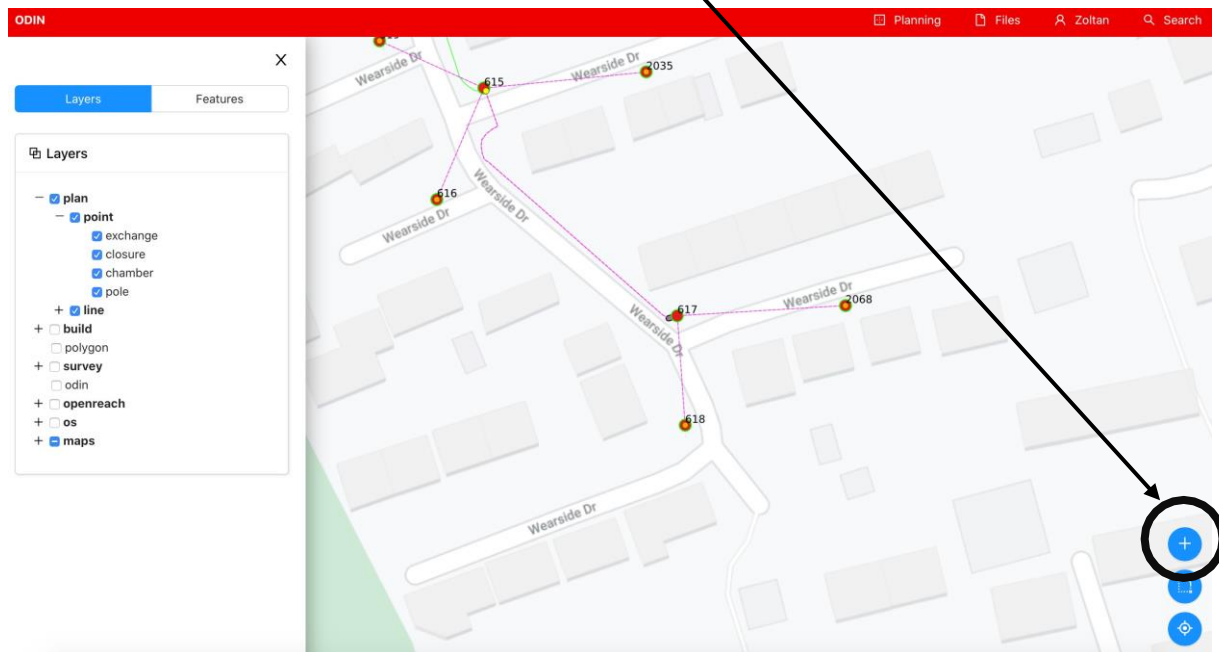
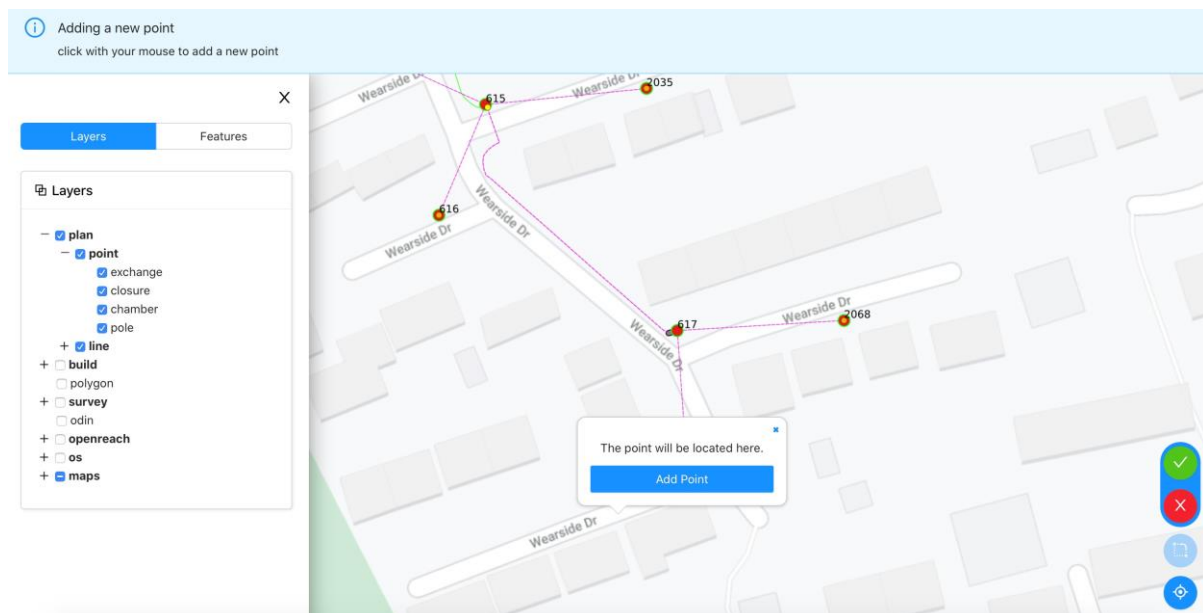Select either point or line feature.
Note:
- Point features are: closures, chambers, poles
- Line features are: Cables, ducts, ropes

Once selected, you will be prompted to add the new feature (example:point), select the correct location where a new feature to be added and click 'Add point'.

Select the correct feature type you want to add (blockage or survey structure)

Select Record Type:
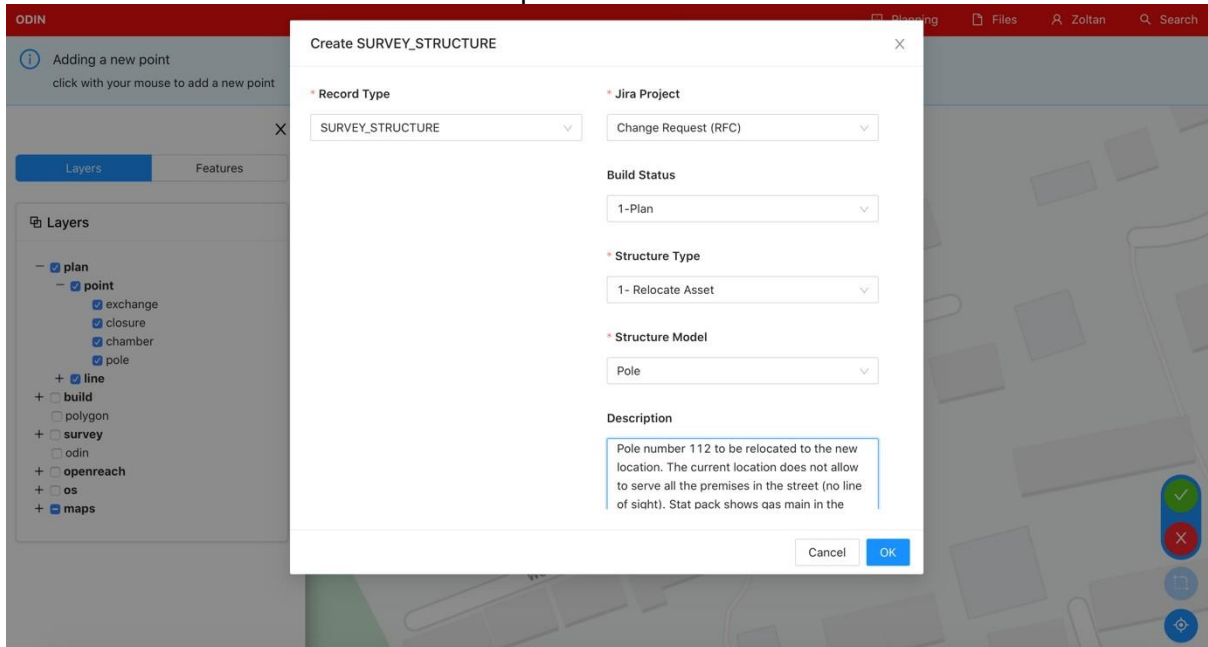- Survey Structure.

Jira Project:
- Change request
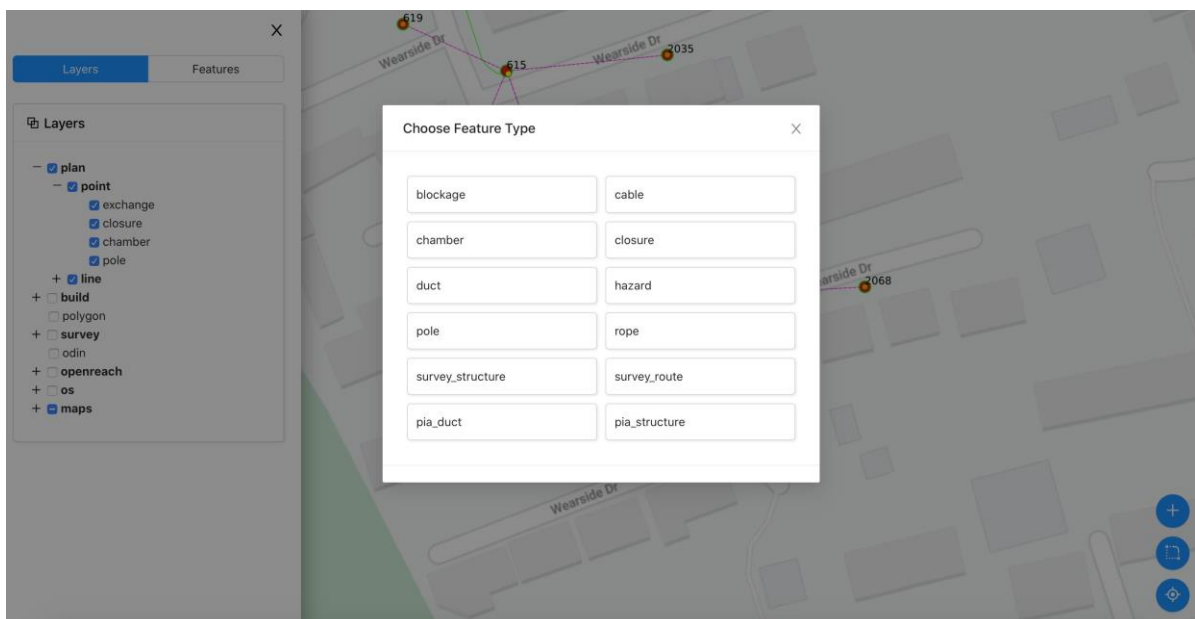
Build Status:
- Plan

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Structure type: Depending on the reason for the change request, select one of the below:

- 1 – Relocate Asset – When a planned asset to be relocated to a new position.
- 2 – Missing inventory – Asset cannot be found on ODIN, but it is built. For missing inventory case additional supporting document is required. Please refer to the Missing Inventory process.
- 3 – Non Existent – Asset marked on the map does not exist
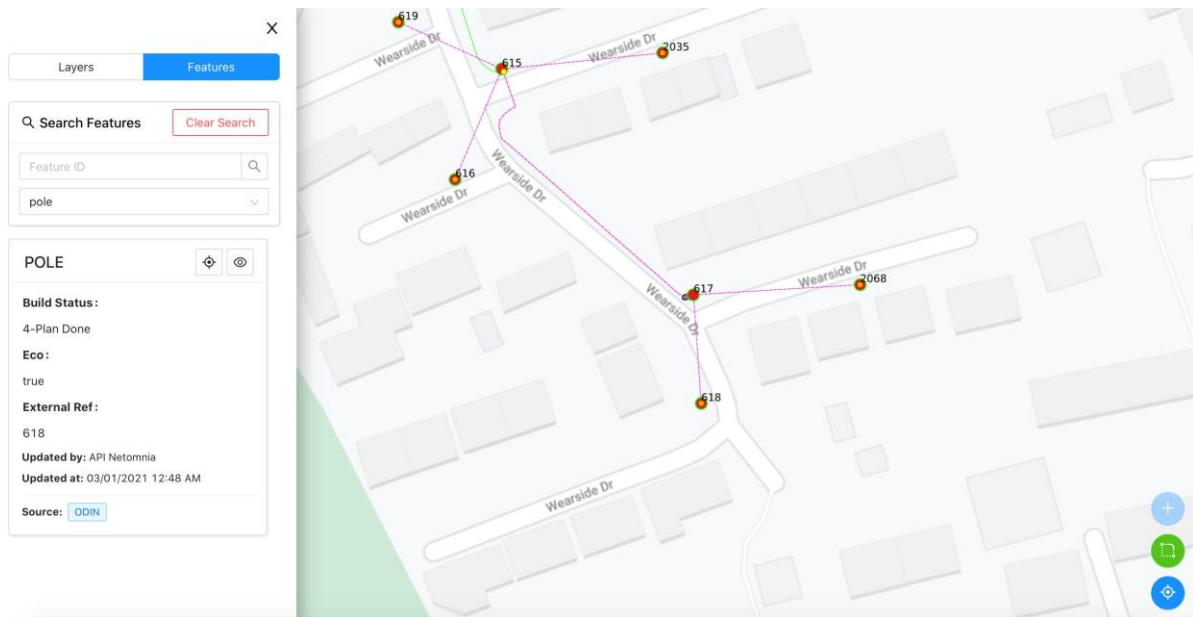- 4 – New Asset – New asset is required.

Build Status Update

Once a network asset has been built, the 'Build Status' of the element of the network to be moved to the correct status.

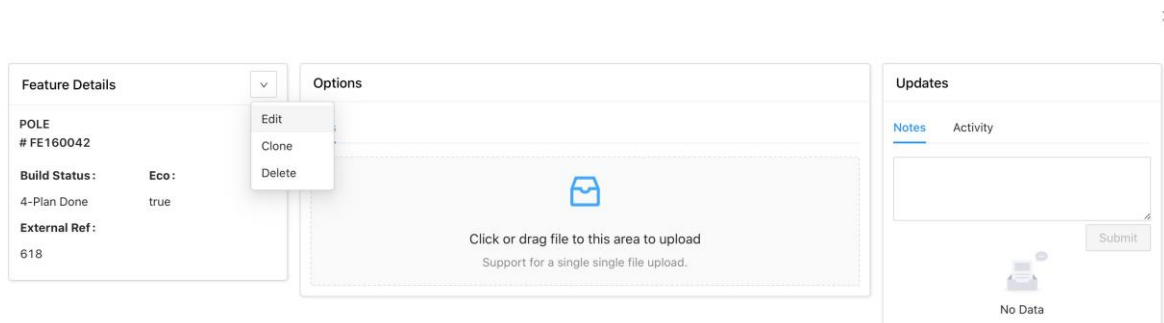- Click on the select button.
- Choose Feature Type
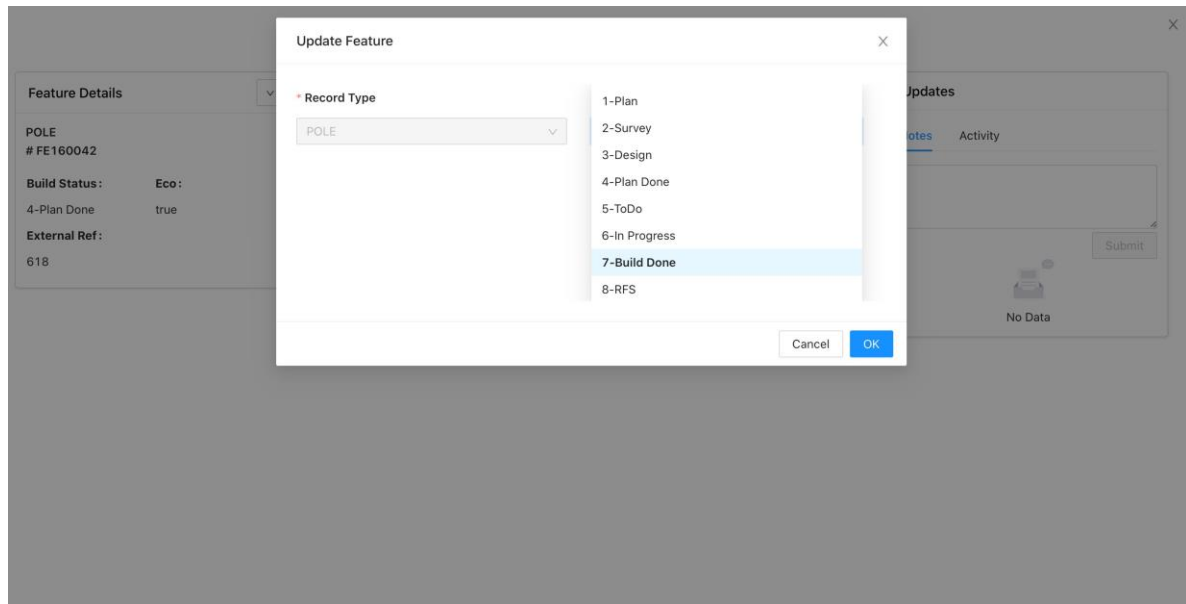- Select the feature on the map which requires Build Status Update


- Select View Details
- Go to Edit

- All features' 'Build Status' to be changed to '7- Build Done' with the exeption of the L4 closure which will be moved to '8-RFS' (Ready for service).

- Final step to add evidence for the completion. Follow instruction in latest version NO-O-PTS-PON Testing Specification for evidence required for the closures. For other elements a photographic evidence is required as per the NO-O-AB-AsBuilt specification document.
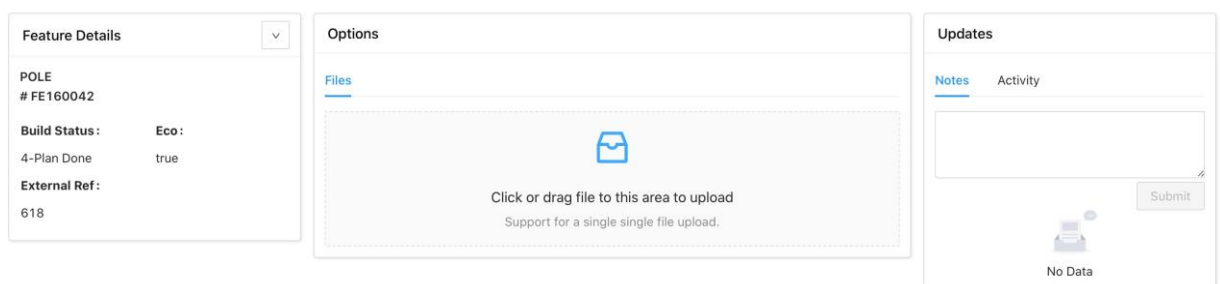
Important: A Build status change can only be completed when the asset is in the correct location. A change request to be submitted first if the location is not correct.

Revision Page

Revision	Author	Changes	Approved	Date
V.0.01		Creation of document	ZK	