

SITECONNECT ASSETS

Keep every asset visible, safe and ready for work.

The practical guide to setting up and managing your Asset Register.

For administrators, health and safety teams and operational managers

SiteConnect Assets				
Name	Code	Site	Status	Condition
20T Excavator	EXC-0001	Reading	Active	Good
Generator	GEN-0002	Greenwich	Active	Due
Harness Kit	HAR-0010	Site A	Active	Good
Van 01	VAN-0003	Depot	Active	Fair
MEWP	MEW-0007	Bristol	Inspection	Due

ACTIVE

INSPECTION DUE

SAFETY CRITICAL

What are SiteConnect Assets?

SiteConnect Assets is a digital register for plant, equipment, vehicles, PPE and tools.

It keeps each asset's identifying, operational, financial, safety and lifecycle information together, alongside its unique code, photograph and QR code.

Assets are managed through the Web Portal and can be viewed — and where permitted, updated — through the Mobile App.

[Register](#)[Classify](#)[Assign](#)[Manage](#)[Retire](#)

Create one reliable source of information for each asset throughout its working life.

Asset Details

ACTIVE**SAFETY CRITICAL**

20T Excavator — CAT 320

Code

EXC-0001

Site

**Riverside
Redevelopment**

Condition

Good

Owner type

Owned

Maintenance Due Date

Jul 12, 2026**Details**[Files](#)[Hazards](#)[Tasks](#)[Incidents](#)

Replace disconnected spreadsheets with one reliable asset record.

1

Know what you have

Keep plant, vehicles, tools and equipment in one structured register.

2

Know where it is

Connect each asset to the site where it is currently being used or the person who's responsible for it.

3

Know whether it is safe

Record its condition and connect the hazards, incidents, observations and tasks surrounding it.

4

Know what needs attention

Track maintenance, inspection, warranty and replacement dates before they are missed.

The result is a register that supports everyday operations — not a spreadsheet that is only updated before an audit.

Manage the assets that keep your organisation moving.

Use Assets for anything your organisation needs to identify, locate, inspect, maintain or connect to a safety record.

Plant

Excavators, rollers, dumpers

Fleet

Cars, vans, trailers

Power tools

Drills, grinders, saws

Lifting

Hoists, slings, chains

Access

MEWPs, towers, ladders

Electrical

Generators, boards, leads

Temporary Works

Scaffolds, Props, Edge Protection

Devices

Phones, tablets, radios

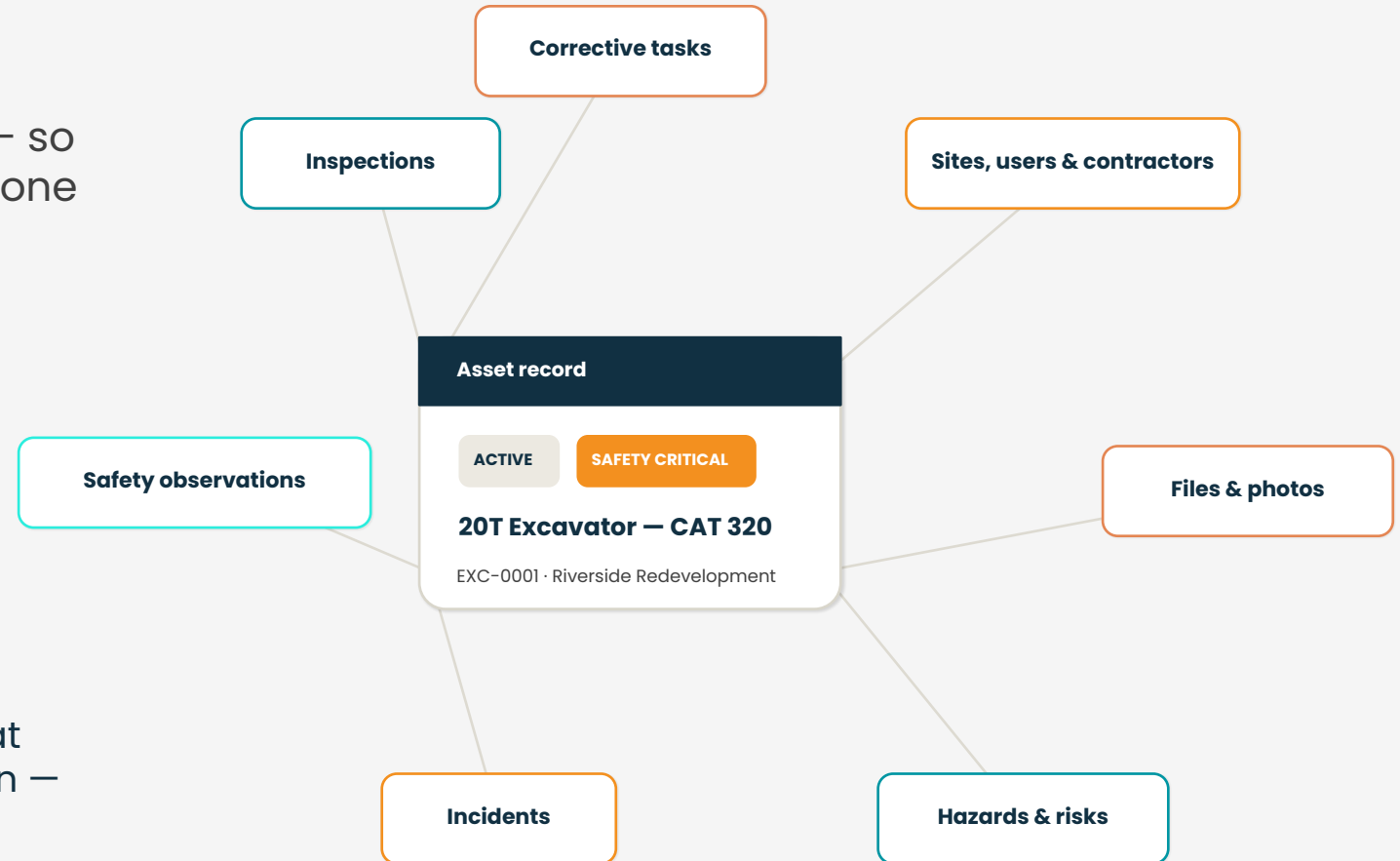
Tip

Start with assets that need to be located, controlled, inspected or maintained. Avoid cataloguing every low-value consumable during the initial implementation.

One asset. One connected safety record.

Keep every hazard, incident and follow-up action connected to the asset it relates to — so your team can see the full safety picture in one place.

Your team can understand what happened, what action was taken and what still requires attention — without duplicating information across several systems.



Set up your Asset Register in six clear steps.

Build the foundations first, then introduce the safety, field-access and reminder processes that keep the register useful.

1

Plan

Agree what belongs in the register and who will maintain it.

2

Structure

Create clear Asset Types and Subtypes.

3

Populate

Add individual assets or import your existing register.

4

Complete

Add identifying, ownership, safety and lifecycle information.

5

Deploy

Assign assets to sites and introduce mobile and QR access.

6

Manage

Connect safety records and monitor important dates.

Plan your register before you build it.

Before adding assets, agree what belongs in the register, how it will be structured and who is responsible for keeping it accurate.

Scope

Which plant, vehicles, tools and equipment will be included?

Structure

Which Asset Types and Subtypes will your teams recognise and use consistently?

Ownership

Who will add assets, update records and review important dates?

Existing information

Is there a spreadsheet or existing register that should be cleaned before importing?

Recommended first pass

- High-risk plant and equipment
- Vehicles used across multiple sites
- Items with inspection or warranty dates
- Assets connected to RAMS or safety events

Start with the assets that carry the greatest operational or safety importance, then expand once the structure is working.

Create a structure that stays useful as the register grows.

Asset Types group similar items together. Subtypes provide the additional detail your team needs to search, filter and report consistently.

Plant

- Excavators
- Rollers
- Dumpers
- Loaders
- Telehandlers

Power Tools

- Drills
- Grinders
- Saws
- Breakers
- Sanders

Good to know

Every asset has one Asset Type and may have one Subtype. Keep your structure broad enough to maintain.

Related guide: What are Asset Types and Subtypes?

Related guide: How do I Import Asset Types?

SiteConnect Assets

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MEWP	MEW-0007	Bristol	Inspection	Due

Begin to add your assets.

Add assets individually as they enter the organisation, or bring an existing register across with a CSV import.

Add an asset manually

Best for new purchases, hired equipment and assets that need detailed setup immediately.

Import your register

Best for existing spreadsheets, large asset lists and initial implementation.

Import facts

Name and Asset Type are required. Missing Types and Subtypes can be created automatically. An email confirms the total, successful and failed rows.

Add Asset

Name

20T Excavator

Asset Type

Plant

Status

Active

Condition

Good

Import Assets

Upload CSV Template

Import results sent by email

Name	Asset Type	Status
20T Excavator	Plant	Active
Van 01	Fleet	Active

Build an asset record your team can rely on.

A useful record helps someone identify the asset, understand its condition and find the operational and safety information they need.

Identify

Name, unique code, photograph and identifiers

Classify

Asset Type, Subtype, status and condition

Assign

Site, Owner Type, users and contractors

Manage

Dates, safety information, files and notes

Use a name that site teams recognise: 20T Excavator — CAT 320 is more useful than Excavator.

Asset Details

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**Riverside
Redevelopment**

Condition

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Maintenance Due Date

Jul 12, 2026**Details**

Files

Hazards

Tasks

Incidents

Put the right asset in the right site team's hands.

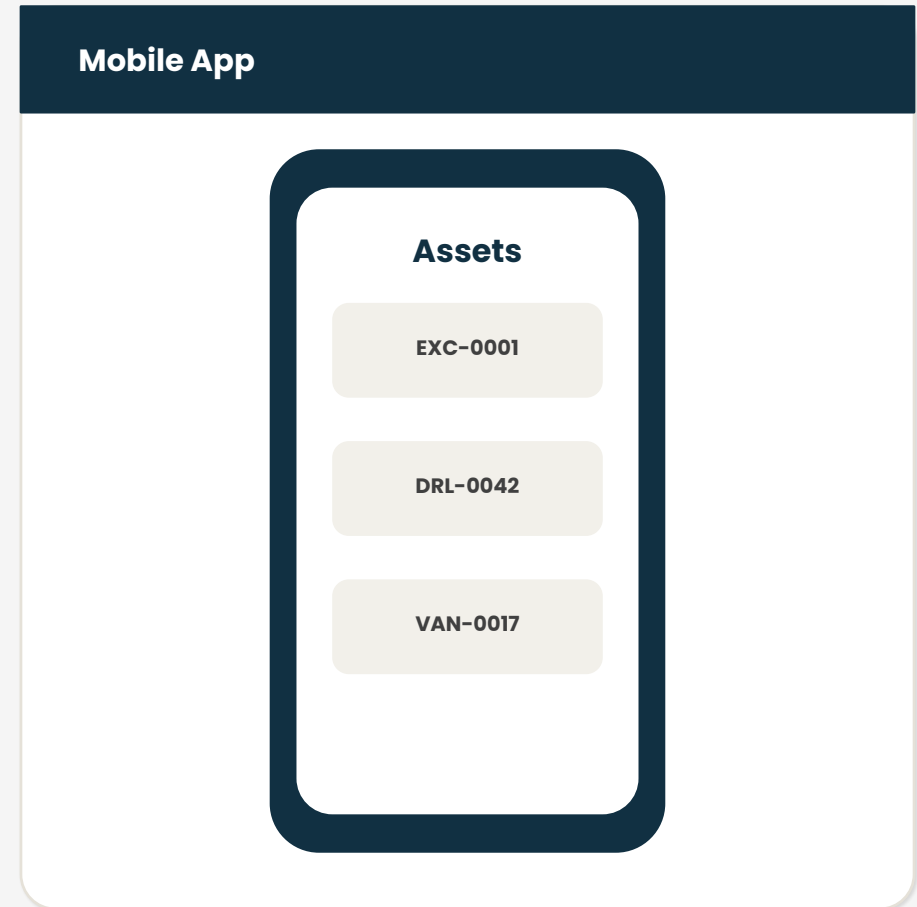
Link each asset to the site where it is being used, then make it available in the Mobile App when field teams need access to it.

Your site team can:

- View asset information and files
- Open linked hazards and tasks
- Complete tasks assigned to them
- Create a corrective task against the asset
- Report an incident or safety observation from the asset

Good to know

To update an asset in the Mobile App, the user must manage the asset's site and site-manager editing must be enabled on the asset.



Give every asset a clear, scannable identity.

Every asset receives a unique QR code that can be placed on the equipment, allowing site teams, contractors and visitors to open safe asset information instantly.

Public QR view

Shows safe identifying information such as asset name, code, type, status, condition, photograph, noise and emissions information.

Privacy by design

The public page is read-only and does not display sensitive information such as cost or ownership details.

Good to know

An asset has one active QR code. Claiming a pre-printed code releases the previous code from the asset.

ASSET QR CODE



a5771bce

No sign-in required

Public asset details

Keep the safety story with the asset.

Connect safety information directly to the equipment it concerns, so risks, events and follow-up actions stay in context.



Safety-critical status

Identify assets where failure or misuse could result in serious harm.



Hazards and risks

Connect asset-level hazards, risk assessments and controls.



Incidents and observations

Retain a record of events and safety observations involving the asset.



Corrective tasks

Assign and track actions needed to make the asset safe or return it to use.

Asset Safety

ACTIVE

SAFETY CRITICAL

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Code

EXC-0001

Site

Riverside
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Condition

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Owner type

Owned

Linked safety records

Hazards: 2 Tasks: 3

Incidents: 1 Observations: 4

Details

Files

Hazards

Tasks

Incidents

Act before important asset dates are missed.

Record the dates that matter for each asset and send reminders to the people best placed to take action.

Maintenance due

30, 14, 7, 1 and 0 days before, plus overdue follow-ups

Inspection due

30, 14, 7, 1 and 0 days before, plus overdue follow-ups

Warranty expiring

Reminder emails before the expiry date

Expected replacement

Reminder emails before the replacement date

Good to know

Once an asset leaves active service — decommissioned, sold, scrapped or archived — it is removed from future reminder emails.

Asset Maintenance Due

Generator — Due in 7 days

MEWP — Due today

Compressor — Overdue by 14 days

Launch your Asset Register with confidence.

Before rolling Assets out across the organisation, complete a short quality check on a small import and test the experience through both the Web Portal and Mobile App.

Structure

Types and Subtypes are clear.
Naming conventions are agreed.

Register

Assets are added or imported. Status, condition and ownership are accurate.

Safety and dates

Safety-critical assets, known hazards, dates and reminder recipients are recorded.

Field use

Mobile visibility, site-manager editing and QR codes have been tested.

Recommended rollout

Start with one site or a controlled group of assets, gather feedback and then expand the register across the organisation.

**One register. Every asset.
A connected safety record.**

What information should I prepare?

Use this reference when preparing a manual record or cleaning an existing spreadsheet before import.

Manual asset creation — required

Name
Asset Type
Code Prefix
Status
Owner Type
Condition Rating

CSV asset import — required

Name
Asset Type

Useful optional fields

Subtype, description, status, condition, owner information, location, identifiers, cost details, noise and emissions, emergency shutdown procedure, lifecycle dates, mobile and safety-critical flags.

Import notes

Blank optional fields are ignored. Day-first dates are preferred. Code Prefix is generated from the Asset Type when it is not supplied.

When are Asset reminders sent?

Each reminder type sends its own summary email at 8am in the account's timezone.

Reminder	Before the date	After the date
Maintenance due	30, 14, 7, 1 and 0 days	7, 14 and 28 days overdue
Inspection due	30, 14, 7, 1 and 0 days	7, 14 and 28 days overdue
Warranty expiring	30, 14, 7, 1 and 0 days	No overdue reminder
Expected replacement	30, 14, 7, 1 and 0 days	No overdue reminder

No email is sent if no users are enrolled or no assets have reached the relevant milestone.

Where can Assets be used?

Use this reference to understand where you can use SiteConnect Assets.

W

Web Portal

Create and edit assets, manage Types and Subtypes, import and export, manage financial information, link records, and archive or restore assets.

M

Mobile App

Browse visible site assets, view details, open hazards and tasks, complete assigned tasks, create linked tasks, and report incidents or observations.

K

Kiosk App

Assets are not supported in the Kiosk App. Keep asset setup and day-to-day field use within the Web Portal and Mobile App. The kiosk app was designed for site sign in only.

Useful guides

- What are Assets in SiteConnect?
- How do I add an asset?
- How do Asset QR Codes work?
- Why can't I see an Asset in the Mobile App?