



ABS MYFREEDOM™ CLIENT PORTAL

# Accessing and Responding to Findings

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Step-by-step instructions to help you access and respond to findings.

# Table of Contents

*Links to any page or section to find the information you need in one click*

## Accessing and Responding to Findings

<a href="#">How to Access and Respond to Findings</a>	03
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<a href="#">A) Accessing and Responding to Findings from the Project</a>	03
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<a href="#">B) Accessing and Responding to Findings from the Findings section</a>	08
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For questions, please email [ABSServiceDesk@eagle.org](mailto:ABSServiceDesk@eagle.org)



# How to Access and Respond to Findings

- A) Accessing and Responding to Findings from the Project**
- 1** Log in to the **ABS MyFreedom™ Client Portal**.
  - 2** Select **Projects/Vessels** from the **Engineering** drop-down menu.

- 3** The **Projects/Vessels** Screen is displayed.
- 4** Choose between **Active Projects** and **Completed Projects**.
- 5** Under **Active Projects**, select the **Project Number** from the **Project No.** column.

Project No.	Description	Hull No.	Vessel Name
5160137	Perla del Caribe, Review of Risk Assessment Report & Updated PSTP	496	PERLA DEL CARIBE
5022820	[Approval of North Star Ballast Mods] [Stability, Strength Software Update]	491 490	NORTH STAR MIDNIGHT SUN
4830545	updated PSTP due to USCG 835 (Rev. A8)	495	ISLA BELLA





- 6** The selected **Project Details** are displayed.
- 7** Click the **Findings** section from the **Project Details** menu.
- 8** Enter the full or partial name of the finding in the **search box** or filter your search by the **Finding Number, Description, Finding Type** and **Date** columns.

The screenshot shows the ABS MyFreedom interface for a project titled "5160137 - Perla del Caribe, Review of Risk Assessment Report & Updated PSTP". The "Findings" section is active in the left-hand menu. A search bar at the top of the findings list is highlighted with a red box and labeled "8a". The table header, which includes columns for "Number", "Finding", "Type", "Drawings", "Date", and "Applicable Vessels", is highlighted with a red box and labeled "8b". The table contains two entries, PIPE-0006 and PIPE-0005, both of type "SURVEYOR" and dated "20-Jun-2024".

- 9** Click **Reply** to respond to a single Finding.
- 10** Select the checkboxes to respond to multiple Findings.
- 11** Then, click **Reply Selected**.

The screenshot shows the ABS MyFreedom interface for a project titled "4830545 - updated PSTP due to USCG 835 (Rev. A8)". The "Findings" section is active in the left-hand menu. The findings table shows two entries, E-002 and E-001, both of type "TECHNICAL" and dated "28-Apr-2022". Red callouts indicate the following actions: "9" points to the "Reply" button for finding E-001; "10" points to the checkboxes in the left margin of the findings table; and "11" points to the "Reply Selected (0)" button at the bottom of the interface.





- 12** The **Reply Finding** pop-up is displayed.
- 13** Select all **Applicable Hulls**.
- 14** Enter your response in the **Reply** field.
- 15** Click **Next: Add Drawings** to proceed.

**Note:** When multiple Findings are selected, a separate response is required for each finding.



- 16** If submitting revisions, click **Add Drawings**.
- 17** The **Revision** section prepopulates drawing details, providing the option to upload revised files.
- 18** To upload files for revision, enter **Revision** number.
- 19** Click **Preview & Submit** to proceed.

The screenshot shows the 'Reply Finding' interface for finding ID 4830545. It includes a sidebar with 'Submit Package' and 'Findings' sections. The main content area has a 'REQUEST DETAILS' section with an 'ADD DRAWINGS' button (callout 16). Below this is a 'Bulk Upload' area with a drop zone and supported file types. The 'Revision' section contains a table with columns: Attachment, Drawing Number, Drawing Title, Revision #, Finding Numbers, and Applicable Vessels. An attachment 'Test Ag' (1.7mb) is listed with drawing details 'Isla Bella PSTP V8' and 'Isla Bella PSTP V8 (Updated di...'. The 'Revision #' field is empty and highlighted with a red box and callout 18. The 'Drawings' section below has a 'Click / Drop File' area and a 'Select From Existing' link. At the bottom, there is a 'Customer Reference' input field and three buttons: '+ Add Drawings', '+ Add Reference Document', and '+ Add Cover Letter'. A 'Preview & Submit' button is highlighted with a red box and callout 19. A callout 17 points to the 'Test Ag' attachment. A blue callout box on the right says 'To delete the attachment, click the Delete icon.' pointing to a trash icon in the 'Drawings' section.



- 18 The **Submit Package** pop-up is displayed.
- 19 After verifying the details, click **Submit**.

- 20 After submission, a **Creation Successful** banner appears, confirming that the package has been created.

Number	Finding	Type	Drawings	Date	Applicable Vessels
E-003	For pages 96, and 97, it seems to be used the function test number 1.768 used duplicated. Please revise.	TECHNICAL	Isla Bella PSTP V8 (Upd...	28-Apr-2022	Closed Hulls 495
E-002	Based on comparing the previous version of the PSTP (Rev.7, reviewed under ABS task T2167466 dated 05 October 2021), we note that the following tes show more	TECHNICAL	Isla Bella PSTP V8 (Upd...	28-Apr-2022	Closed Hulls 495





## B) Accessing and Responding to Findings from the Findings section

**1** Select **Findings** from the **Engineering** drop-down menu.

The screenshot shows the ABS MyFreedom™ dashboard. The top navigation bar includes 'Rules and Resources', 'Services', 'Innovation and Technology', 'News and Events', and 'About Us and Careers'. The main navigation menu has 'Fleet', 'Company', 'Place Order', 'Vendors', 'Engineering', 'Finance', 'Reports', 'Tools & Apps', and 'Quick Links'. The 'Engineering' menu is open, showing options like 'COMMERCIAL', 'ITAR', 'Projects/Vessels', 'Packages', 'Drawings', 'Findings', 'Review Letters', 'Oversight Projects', 'Manage Oversight Permissions', 'Quotes', and 'Reports'. The 'Findings' option is highlighted with a red box and a red '1' callout. Below the menu, there are sections for 'Requirements for Offshore Spaceports', 'Dashboard Insights', 'Asset Search', and 'Fleet'.

**2** To search for Findings, enter the full or partial name of the finding in the **Search box** or filter your search by columns such as, **Finding Number, Description, Project Number, Finding Type, and Date**.

**3** Click the **Reply** button for the relevant Finding.

**4** To respond to multiple Findings, select the relevant checkboxes.

**5** Click **Reply Selected** and follow the same steps on [Page 5](#).

The screenshot shows the 'Engineering: All Projects' page. The top navigation bar is the same as in the previous screenshot. The main navigation menu has 'Fleet', 'Company', 'Place Order', 'Vendors', 'Engineering', 'Finance', 'Reports', 'Tools & Apps', and 'Quick Links'. The 'Engineering' menu is selected. Below the navigation, there are tabs for 'Findings Report', 'Active Projects', and 'Completed Projects'. The 'Findings' tab is active. Below the tabs, there is a search bar with the text 'Enter finding number to search all records' and a red '2a' callout. To the right of the search bar, there are filters for '223 SURVEYOR', '431 Open', '163 Under Review', '9 Inactive', and '200 Closed'. Below the filters, there is a table with the following columns: 'Number', 'Finding', 'Type', 'Project', 'Drawings', 'Date', and 'Applicable Vessels'. The table has two rows of findings. The first row is 'EQU-0033' with a red '2b' callout on the 'Open' status and a red '3' callout on the 'Reply' button. The second row is 'GENR-0136' with a red '4' callout on the checkbox and a red '5' callout on the 'Reply Selected' button. At the bottom of the table, there is a 'Items per page' dropdown set to '50' and a pagination control showing '1-50 of 802'.