Sustainment Management System Support

How do I add a new inspector to the dropdown list in BUILDER Remote Entry Database (BRED)?

Paul Paisley - 2020-08-28 - Comments (0) - Frequently Asked Questions

Question:

How do I add a new inspector to the dropdown list in BRED?

Answer:

If an inspector does not appear in the dropdown list in BRED, it is because: 1) the inspector does not have a BUILDER user account 2) the inspector has a BUILDER account, but is not assigned to the site that the BRED export was taken from, or 3) the BRED export file was created before the inspector was assigned to the site and before they added data in BUILDER.

To create a new user account or assign an existing user to a site that a BRED export came from, download the User request form as found on our support page: https://support.sms.erdc.dren.mil/downloads/builder.

Fill out the Builder Access Request with the following information before submitting it to SMS Support or your site POC:

1. Service or Agency name
2. Organization
3. Account Verifier name & email address or Contract number and Period of Performance
4. Government POC name & email address
5. Name of organization or sites a User is requesting access to
6. Role the User will have in BUILDER

You or your site POC should then send the Builder Access Request Form to SMSSupport@erdc.dren.mil . The Support desk will ensure the User account is approved and is appropriately assigned to the site that the BRED file comes from. After an inspector is added to the appropriate site(s), a new BRED file will have to be generated to have that inspector included on the BRED list. The inspector name will show up on any subsequent BRED files that are generated from the BUILDER web application.

Access Request Form Tutorial

Obtain A New BUILDER Account

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