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# Unlocking Facility Systems

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In BUILDER you may encounter a facility or system that cannot be edited or exported to BRED. These systems are designated by the lock icon in the upper left corner of the display pane, and indicate through an open lock or a closed lock what the status of the selected system is.

If a facility is locked, you have the ability to run an Inspection Locks report (at the Complex or Site level) to see who has the facilities systems locked.

If you are the one who has locked the systems, and you no longer have the BRED file to upload and unlock the system, you can unlock it through your User Preferences link in the upper right corner of the web application. Simply select the Clear Locks button, and any systems you have locked will be unlocked.

To unlock facilities that you have not locked, please contact SMSSupport for assistance.