



**BUILDING  
CONTROL**

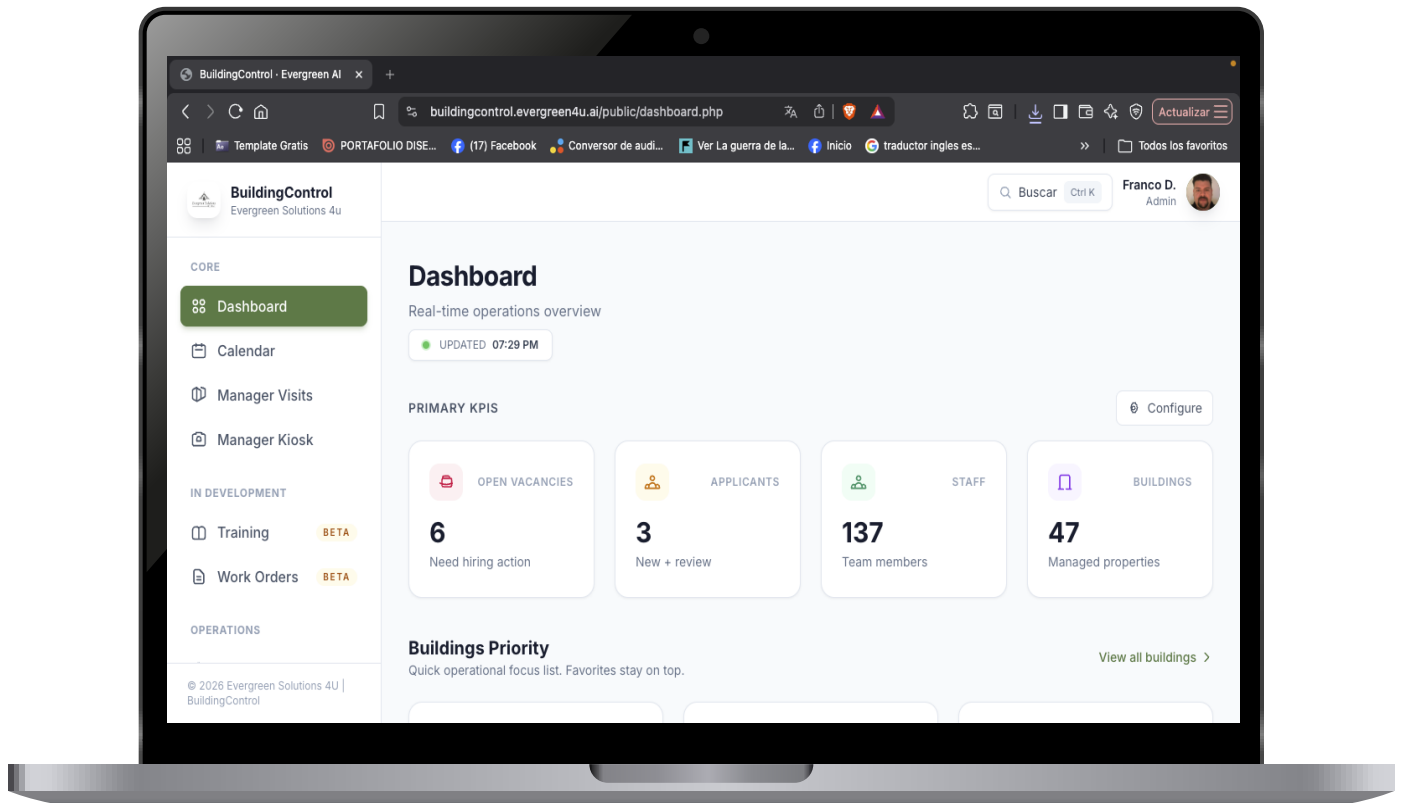
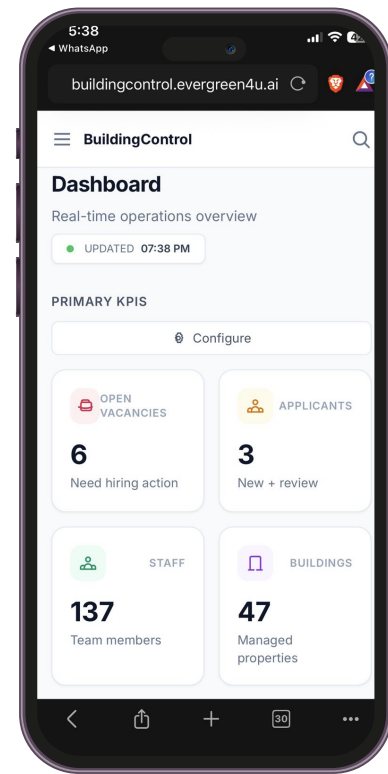


# 1. BUILDING CONTROL

BuildingControl is an internal platform designed to manage accounts, buildings, staff, shifts, recruitment, time tracking, management visits, and work orders from a single system.

Today, the system already functions as a central operational base, not just an administrative dashboard. The product covers four areas of the business:

- **Operacion de cuentas y edificios.**
- **Administracion de personal y turnos.**
- **Reclutamiento y contratacion.**
- **Control y seguimiento operativo diario.**



El sistema esta construido en PHP + MySQL, con control de acceso por roles/permisos y alcance por tenant, lo que permite que un usuario vea solo las cuentas que le corresponden.

# 2. WHAT IT SOLVES TODAY

## OPERATIONS

Tenants

**Sites**

Buildings

Shifts

Staff

Schedules

Positions

Applicants

Users

- Centralizes tenants, sites, and buildings within the same operational hierarchy.
- Allows management of active staff, shifts, assignments, and complete profiles.
- Publishes job openings on a public employment portal and captures applicants.
- Allows inviting candidates or receiving direct interest for a position.
- Supports onboarding through a link/token for new team members.
- Allows recording clock-ins, clock-outs, and breaks from a time kiosk.
- Allows registering management visits per building with geolocation.
- Generates schedules per person, with versioning and PDF export.
- Manages work orders with calculations for labor, materials, overhead, and commissions.
- Provides dashboards, KPIs, and reports for operational tracking.

Dashboard / Sites / RLF

## RLF

13075 Rollins Ford Rd Bristow, VA 20136 United States

Edit Site

TENANT  
Google

BUILDINGS  
4

ACTIVE STAFF  
27

SHIFTS  
8

OPEN VACANCIES  
3

### Buildings In This Site

View As List

BUILDING	TENANTS	STATS	ACTIONS
<b>RLF 1A</b> 13075 Rollins Ford Rd Bristow, VA 20136 United States	Google	Shifts: 7   Staff: 10   Vacancies: 2	View Edit
<b>RLF 2A</b> 13075 Rollins Ford Rd Bristow, VA 20136 United States	Google	Shifts: 4   Staff: 7   Vacancies: 0	View Edit
<b>RLF 3A</b> 13075 Rollins Ford Rd Bristow, VA 20136 United States	Google	Shifts: 7   Staff: 6   Vacancies: 0	View Edit
<b>RLF HUB</b> 13075 Rollins Ford Rd Bristow, VA 20136 United States	Google	Shifts: 5   Staff: 7   Vacancies: 1	View Edit

### Access Scope

Access is tenant-based. Users listed here can manage buildings for tenant **Google**, including this site.

admin@evergreen4u.com  
@admin@evergreen4u.com Admin

Franco D.  
@franco@evergreen4u.com Admin

Hannah B.  
@hannah@evergreen4u.com Admin

John Brown  
@john@evergreen4u.com Admin

Maria Spear  
@maria@evergreen4u.com Admin

# 3. TYPES OF USERS

- **Admin:** Global access, configuration, positions, users, and full supervision.
- **Operations Manager:** Access to buildings/accounts according to permissions and tenant scope.
- **Internal Staff:** Access to their account and functions allowed by their role.
- **Private Owner:** Additional access to the Audit Center for sensitive diagnostics.
- **External Applicant:** Access through the public portal or invitation link.
- **Onboarding Candidate:** Temporary access via token to complete their registration.

Full name

First Last

Corporate email

name@evergreen4u.com

Allowed: @evergreen4u.com, @evergreen4u.ai

Role

✓ Selecciona un rol

Admin

Manager

Staff

Viewer

Initial status

Active

If email verification is required, it will be saved as Pending.

The user can change it later.

Require email verification

# 4. CURRENT SYSTEM MODULES

## 4.1 Access and Security

- Internal login with session-based access.
- Corporate account creation and invitation flow.
- Roles, permissions, and custom user-level permissions.
- Tenant-based scope to limit visible information by account or client.
- CSRF protection on internal forms.
- 403 view and permission-based access control.

### Sign in

Use your Evergreen credentials to access the platform.

Corporate email

Password

**Sign In**

Don't have an account? [Create account](#)

© 2026 BuildingControl | Evergreen Solutions 4U

## 4.2 Executive and Operational Dashboard

- Core KPIs: tenants, sites, buildings, shifts, and staff.
- Operational KPIs: open vacancies, applicants in pipeline, manager visits, open clocks, and recent hires.
- User-configurable widgets.
- Favorite buildings to prioritize the dashboard.
- Hierarchical view: tenant > site > building > shift > staff.
- Global quick search for tenants, sites, buildings, staff, and shifts.
- The dashboard already works as a daily control center, not just an admin screen.

### Dashboard

Real-time operations overview

● UPDATED 10:38 PM

PRIMARY KPIS

⚙️ Configure



OPEN VACANCIES

7

Need hiring action



APPLICANTS

3

New + review



STAFF

136

Team members



BUILDINGS

47

Managed properties

## 4.3 Client and Property Structure.

- Tenants: client accounts.
- Sites: optional locations or grouping layers.
- Buildings: operated properties.
- A building can be related to multiple tenants through a pivot table.
- Each building can store address data, operational context, and digital mural URL.
- The buildings module includes profile, edit, favorites, and views by tenant or site.
- This structure supports both simple accounts and multi-property client operations.

Dashboard / Buildings / ARA 1A

### ARA 1A

42575 Arcola Blvd Sterling, VA 20166 United States

Edit Building

Overview Schedule & Calendar

#### Client Information

TENANTS

Google

SITE

ARA

#### Key Contacts

PROPERTY MANAGER

Not assigned

ENGINEER

Not assigned

Assigned Staff 0 open vacancies

+ Open Vacancy

TQ

Teresa Quintanilla

Day Porter

Day Porter

GJ

Gloria Jimenez

Night Cleaner

Part Time

MM

Maireny Muñoz

Night Cleaner

Part Time

JB

Joshua Brown

Supervisor

Supervisor

#### Building Shifts

Day Porter

7:00 AM - 4:00 PM

M T W T F S S

Supervisor

8:00 AM - 3:00 PM

M T W T F S S

Part Time

5:00 PM - 9:00 PM

M T W T F S S

# 4. CURRENT SYSTEM MODULES

## 4.4 Staff and Daily Operations.

- Staff creation, editing, and deactivation.
- Full profile per employee with operational and administrative data.
- Support for multi-tenant assignments.
- Staff-to-shift assignment through a pivot table.
- Internal notes by collaborator.
- Recent time entries visible from the profile.
- Integration with onboarding, training, and operational context.
- Vacancies are no longer handled as primary fake staff records; they now flow through the positions module.

### Add New Staff Member

[← Back](#)

**Profile Photo**

**First Name \***

**Last Name \***

**Worker Code**

**Date of Birth**

**Uniform Size**

**Document Type**

**Home Address**

**Tenant \***

**Building \***

## 4.5 Shifts and Coverage.

- Full CRUD for shifts.
- Building calendar view powered by FullCalendar.
- The calendar shows occupied coverage and can include vacancies.
- Internal API for calendar events.
- Dedicated staff-shift assignment view.
- Makes it easier to visualize real coverage, gaps, and active assignments.

Dashboard / Shifts / Create

### Create New Shift

[← Back](#)

Tenant \*

Select...

Shift Name \*

e.g., Day Porter, Night Shift

Shift Type

Select type...

Start Time

--:-- ----



End Time

--:-- ----



Active Days

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Cancel

Create Shift

# 4. CURRENT SYSTEM MODULES

## 4.6 Individual Schedules

- Module to generate schedules by collaborator.
- Schedule versioning.
- Draft, published, and archived states.
- Language support: Spanish, English, or bilingual.
- Detailed task lines by time block.
- PDF export.
- Useful for standardizing service delivery and reducing dependency on verbal instructions.

### Create Schedule

Build a schedule template and link it to staff

[← Back](#)

#### HEADER

Staff *	Status *	
<input type="text" value="Select staff member"/>	<input type="text" value="Published"/>	
Copy From Template	Building *	
<input type="text" value="Start from scratch"/> <input type="button" value="Load"/>	<input type="text" value="Select staff first"/>	
<small>Loads header fields and time/task rows so you can edit instead of starting from zero.</small>		
Shift *	Language Mode *	
<input type="text" value="Select staff first"/>	<input type="text" value="Both"/>	
Assigned To / Asignado *	Location (ES) *	
<input type="text" value="Supervisor / Juan / etc"/>	<input type="text" value="ARA 1A"/>	
Location (EN) *	Shift (ES) *	Shift (EN) *
<input type="text" value="ARA 1A"/>	<input type="text" value="Turno de Noche (04:00 PM - 10:00 PM)"/>	<input type="text" value="Night Shift (04:00 PM - 10:00 PM)"/>

# 4. CURRENT SYSTEM MODULES

## 4.7 Time Control

- Public Time Kiosk for clock in, clock out, and breaks.
- Building selection and worker-code-based capture.
- Tables for time\_entries and time\_punches.
- Administrative reporting filterable by date, building, and staff.
- CSV export for analysis or payroll.
- Strong foundation for operational audit and attendance reconciliation.

### Time Kiosk

Internal clock in/out

Worker Code

Building

Select building... ▾

**Clock In** **Clock Out**

**Break Start** **Break End**

Building is required for Clock In. Breaks are unpaid and will be deducted automatically.

## 4.8 Manager Visits

- Manager Kiosk to open and close on-site visits.
- Logged by authenticated user.
- GPS coordinates captured at check-in and check-out.
- Tracking of open and closed visits.
- Administrative reporting with total time, buildings, and unique managers.
- Events API for visit visualization/calendar.
- The kiosk has PWA structure for fast mobile access.
- Serves as a supervision and field-verification layer.

OPERATIONAL MODULE

### Manager Kiosk

Register and close manager site visits with building assignment and GPS confirmation.

Visit ended successfully.

MANAGER  
**Franco D.**

Building  
Google - ARA 1A ▾

**Start Visit (Check In)**

**End Visit (Check Out)**

GPS ready. Location will be captured again on each action.

Retry GPS Permission

## Manager Visits

Where managers go, when they go, and what is pending.

[Open Manager Kiosk](#)

START DATE

16/03/2026



END DATE

22/03/2026



BUILDING

All buildings ▾

MANAGER

All managers ▾

STATUS

All ▾

Reset

[Apply Filters](#)

# 4. CURRENT SYSTEM MODULES

## 4.9 Recruiting and Hiring

- Positions module to manage public vacancies.
- Slots per position and real availability control.
- Public bilingual Jobs portal in ES/EN.
- Public Apply form to register interest.
- Token-based applicant invitations.
- Administrative Applicants module with statuses: New, Review, Contracted, and Rejected.
- Linkage between applicant and position.
- Connects recruiting with actual hiring, not just vacancy posting.

### Create Position

[← Back to Positions](#)

Add a public vacancy for the job portal.

Tenant \*

-- Select Tenant --

Site (Optional)

-- Select Site --

Building (Optional)

-- Select Building --

Shift (Optional)

-- Select Shift --

Title \*

Description

Duties (one per line)

Requirements (one per line)

# 4. CURRENT SYSTEM MODULES

## 4.10 Onboarding


- Public onboarding form by token.
- Capture of personal data, contact info, sizing, emergency contact, and photo.
- Initial staff creation through secure invitation.
- Token marked as used after completion.
- Formal entry point to convert a candidate into a collaborator inside the system.

Dashboard / Staff / Franco Delgado

### Staff Profile

View staff member details

[+ Create Schedule](#) [+ Add Note](#) [Edit Profile](#) [← Back to List](#)



## Franco Delgado

Project Manager Assitant Floating Active Google

CONTACT INFORMATION	ASSIGNMENT DETAILS	TENANT INFO
<p><b>Email</b> franco@evergreen4u.com</p> <p><b>Phone</b> (571) 443-0806</p> <p><b>+ Worker Code</b> 2104</p> <p><b>Address</b> 8621 Liberia Av</p> <p><b>Birthday</b> April 21, 1988</p> <p><b>Uniform Size</b> L</p> <p><b>Document Type</b> Work Permit</p>	<p><b>Buildings &amp; Sites</b> <b>SBP HUB</b> <span>Google</span> SBP 20471 Goose Landing Ln Leesburg, VA 20175 United States</p> <p><b>Shifts</b> <b>Day Porter</b> SBP HUB <span>Google</span> 7:00 AM - 4:00 PM <b>M T W T F</b> S S Create schedule for this shift</p> <p><b>Compensation</b> <b>\$75,000.00</b> /yr</p>	<p><b>Tenants</b> <span>Google</span></p> <div><p><b>Google</b> Contact: Travis Washington traviswashington@google.com (888) 888 888 0471 Goose Landing Ln Leesburg, VA 20175 United States</p></div>

ID: #86 • Created: Jan 22, 2026

### SCHEDULES

0 total [+ New Schedule](#)

No schedules created yet for this staff member.

# 4. CURRENT SYSTEM MODULES

## 4.11 Users, Roles, and Auditing

- Creation, review, editing, and detailed work order management.
- Statuses: draft, submitted, approved, invoiced, paid, and void.
- Capture of description, labor, materials, and approvals.
- Calculation of client pricing, internal costs, overhead, labor burden, and commission.
- PDF export.
- Work order audit log.
- Designed to document and monetize extraordinary or corrective services.

NUEVA CUENTA

### Invite user

Full name

Corporate email

Allowed: @evergreen4u.com, @evergreen4u.ai

Role

Initial status

If email verification is required, it will be saved as Pending.

Temporary password

The user can change it later.

Require email verification

Generates a token and leaves the account pending until confirmed.

Assigned tenants (scope)

<input type="checkbox"/> Calverton	<input type="checkbox"/> CLV
<input type="checkbox"/> COL	<input type="checkbox"/> CoStar
<input type="checkbox"/> CRK	<input type="checkbox"/> CST
<input type="checkbox"/> DEK	<input type="checkbox"/> EIT
<input type="checkbox"/> FOX	<input type="checkbox"/> Google
<input type="checkbox"/> Iron Mountain	<input type="checkbox"/> Kaiser
<input type="checkbox"/> Kennedy	<input type="checkbox"/> Loudoun Gateway

Managers will only see these tenants. Admin can leave empty for full access.

Custom permissions (optional)

<input type="checkbox"/> <b>manage_buildings</b> <small>Create, edit, and delete buildings</small>	<input type="checkbox"/> <b>manage_shifts</b> <small>Create, edit, and delete shifts</small>
<input type="checkbox"/> <b>manage_staff</b> <small>Create, edit, and delete staff</small>	<input type="checkbox"/> <b>manage_training</b> <small>Create courses, lessons, assignments and training reports</small>
<input type="checkbox"/> <b>manage_users</b> <small>Create and manage user accounts and roles</small>	<input type="checkbox"/> <b>view_dashboard</b> <small>View the main dashboard</small>

View training

ACCESS CONTROL

## Users & Roles

Invite accounts, assign roles, and scope by tenant.

← Dashboard

+ Invitar usuario

USERS  
7 registered

USUARIO	ROLE	TENANTS	STATUS	CREATED	ACTIONS
veronica@evergreen4u.com	admin	No scope	<span>Suspended</span> Verificado	23/01/2026	<a href="#">Gestionar</a>
maria@evergreen4u.com	admin	No scope	<span>Active</span> Verificado	20/01/2026	<a href="#">Gestionar</a>

# 4. CURRENT SYSTEM MODULES (BETA)

## 4.12 Work Orders

- Administrative training module to create courses, modules, and lessons.
- Support for video, document, and policy lesson types; quiz foundations already exist and can continue expanding.
- Private learning portal for staff with its own login.
- Course assignment by staff, position, building, or tenant.
- Automatic enrollment generation when an assignment is published.
- Progress tracking by course and by lesson.
- Certificates issued upon course completion.
- Administrative learner view to monitor progress by collaborator.
- Assignment templates to apply multiple courses at once.
- Can be used as an internal academy for onboarding, refreshers, and operational standards.

IN DEVELOPMENT



Training

BETA



Work Orders

BETA

### Create Work Order

Fill in details and generate totals

← Back

Description Labor Materials Financials

Work Order #

WO-2026-0004

Company Name

Evergreen Janitorial Services, Inc

Date Requested

dd/mm/aaaa

Time Requested

--:--:--

Date Performed \*

dd/mm/aaaa

Service Location \*

Billing Information

Requested By \*

Requested By Signature

Seleccionar archivo Sin archivos seleccionados

WORK DESCRIPTION

Tenant

Floor (single)

Area

Floors (multi-select)

8  1  2  3  4  5  6  7  8  9  10  11  12

Service Types

General Cleaning  Wash  Strip  Carpet  Windows Interior  Windows Exterior  Other

Other Description

# 4. CURRENT SYSTEM MODULES (BETA)

## 4.13 Training and Internal Academy

- Administrative training module to create courses, modules, and lessons.
- Support for video, document, and policy lesson types; quiz foundations already exist and can continue expanding.
- Private learning portal for staff with its own login.
- Course assignment by staff, position, building, or tenant.
- Automatic enrollment generation when an assignment is published.
- Progress tracking by course and by lesson.
- Certificates issued upon course completion.
- Administrative learner view to monitor progress by collaborator.
- Assignment templates to apply multiple courses at once.
- Can be used as an internal academy for onboarding, refreshers, and operational standards.

### IN DEVELOPMENT

 **Training** BETA

 **Work Orders** BETA

Dashboard / Training

TRAINING WORKSPACE

Content, rollout and learner access in one module Staff-facing portal + admin delivery flow

Overview HUB **O** Courses BUILD **C** Assignments DISTRIBUTE **A** Templates BUNDLE **T** Portal Accounts ACCESS **P** Learners TRACK **L** Staff Portal EXPERIENCE **S**

### Training Dashboard

Monitor catalog health, learner rollout, account access, and training completion from one place.

New Course New Assignment New Template New Portal Account

**MODULE STATUS**

**Build, assign, monitor**

This dashboard is the control room for course readiness, learner distribution, account access, and completion outcomes.

CATALOG **4**  
4 active courses

LEARNERS **12**  
0 in progress

**COMPLETION** AVG. PROGRESS

**8%** **8%**

Overall completion across all enrollments

COMPLETED **1** OVERDUE **0** CERTIFICATES **1**

**COURSE CATALOG** **4**  
5 modules • 9 lessons • 0 quizzes

**TEMPLATES** **1**  
1 active • 0 draft

**ASSIGNMENTS** **13**  
0 paused • 0 archived

**PORTAL ACCESS** **2**  
0 pending • 0 disabled

**LEARNER QUEUE** **11**  
11 assigned • 0 in progress • 0 overdue



*Evergreen Solutions*  
4U, Inc.



Scan the QR code to access

<https://buildingcontrol.evergreen4u.ai/public/login.php>

