HOW TO SEARCH FOR TODAY’S INSPECTION TIMES IN ePORTAL

Through ePortal, the inspector who is scheduled to conduct the inspection and their planned route for the day can be seen, along with their estimated time of arrival. You do NOT need to be logged into ePortal or associated to the case/inspection to view this information.

Please Note: Inspection times are subject to change as inspections are canceled, or the Inspector is reassigned for an emergency inspection.

How to Check the Inspection Times

1. After 8:00 AM on the date of the inspection, go to the **Today’s Inspections** screen which can be found within the **I WANT TO…** menu.

2. Insert your Permit Number in the Search Bar and click on the magnifying tool or hit enter on your keyboard. Any inspection related to your permit will display and show you the inspectors name, along with the two-hour window of the estimated inspection time: In this example, Frank Gomez is your Inspector, and the inspection is estimated between 11:00 AM & 1:00 PM and his 5th stop.
3. You can view the Inspector's updated progress by inserting the Inspector's name in the Search Bar, click on Sort, then "Inspection Order" to see where the Inspector is in his route. In this example, Frank Gomez has completed his first inspection and now moving to his second inspection.

4. If you wish to “Export” the list you can click on the EXPORT button.

You’ll be asked to give the file a name then click on OK.