INSPECTION EVIDENCE GEOTAGGING AND DATE/ TIME STAMP

USEFUL FACTSHEETS

The Powerhouse For
Building Control
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CHANGES TO HOW SITE WORK EVIDENCE IS SUBMITTED

Since October 2023, under our new regulator, the BSR – (Building Safety Regulator), our operational standards now require inspection evidence and submitted evidence to be date/time marked and images also geo-tagged. This is mandatory for all Registered Building Control Approvers.

Please can you ensure any staff/contractors involved with your projects are aware of this requirement. Photos submitted without this information cannot be accepted as valid evidence.

There are various apps that can be used for this function. You can also enable the function on most smartphones, however, the use of WhatsApp strips the tagging information if the internal phone tagging is used only, so if you regularly use WhatsApp to send details over, you will need to take photos on a specific geotagging app, which labels the actual photo.

Images taken using mobile phone applications such as 'Timemark' include suitable geo-tagging information embedded directly onto the image and therefore would be acceptable to meet this requirement. Photos taken using other suitable applications may be acceptable, subject to the inclusion of relevant time, date and GPS location information.

Please also see below for further guidance on how to activate geotagging on various devices.

ACTIVATING GEOTAGGING ON YOUR APPLE (iOS) ANDANDROID DEVICE

Enable Geotagging on your Apple Device (iOS)

Go to Settings > Privacy > Location Services

Make sure:
- Select Location Services and toggle so that it is turned ON.
- Scroll down to find Camera and make sure it is set to allow location access "While Using the App".

Enable Geotagging on your Android Device

- Select Settings on your device's home screen (or in the All Apps menu)
- Scroll until you find "Location" or "Location and Security" (for some versions) and select this option.
- Set the toggle at the top to On.
- On the same screen select the "App Permissions" option below it.
- Click on it to proceed then a list of apps will appear. They are separated into3 groups: ALLOWED ALL THE TIME, ALLOWED ONLY WHILE IN USE and DENIED.
- A list of apps will appear. Scroll to find the "Camera" app, select this and set it to "Allow only while using the app".

![STROMA BUILDING CONTROL - A PHENNA GROUP COMPANY]

Next Android Stage - Launch Camera App

- Once open you'll notice a "cog" or "gear" icon in the upper left corner (orupper right in some versions). Select this for the Camera options.
- Scroll through the Camera options until the "Location tags" option appears. Toggle the switch to On (it will be in blue when enabled).
- Simply select Turn on if a prompt asking to "Turn on Improve location accuracy" appears.
- Select OK to activate the geotagging feature if a prompt asking you to "Turn on device location, which uses Google's location service" appears.

ENSURE PHOTOS ARE .JPG FILES TO MAINTAIN GEOTAGGING DATA

PROTOCOL FOR SENDING PHOTOS VIA EMAIL

Please make sure to attach images using the paperclip symbol on your email software (such as Outlook or Gmail) rather than putting them directly into the emailbody (where you enter your message) to ensure that the geotagging data is kept inthe image.

HOW TO CHECK IF YOUR PHOTOS ARE GEOTAGGED

Apple Device (iOS)

- Go to your Photos app
- Open the photo taken then swipe up
- If there is a map shown, the photo is geotagged. Click on the map or address link to see the details

Android Device

- Open Gallery then click on the photo taken
- Click on the ellipsis icon (three in-line dots) at the upper-righthand corner
- Click on Details then the address and the location map will be displayed if the photo is geotagged

Windows Computer

- Open the folder where the photo was saved
- Right-click on the photo then click on "Open with" then select Photos
- A new window showing the photo taken will then appear
- On that image itself, right-click on it then select "File Info"
- Scroll down until you see the Location section showing the location map,if there is no map shown, the photo is not geotagged