Setting the Standard
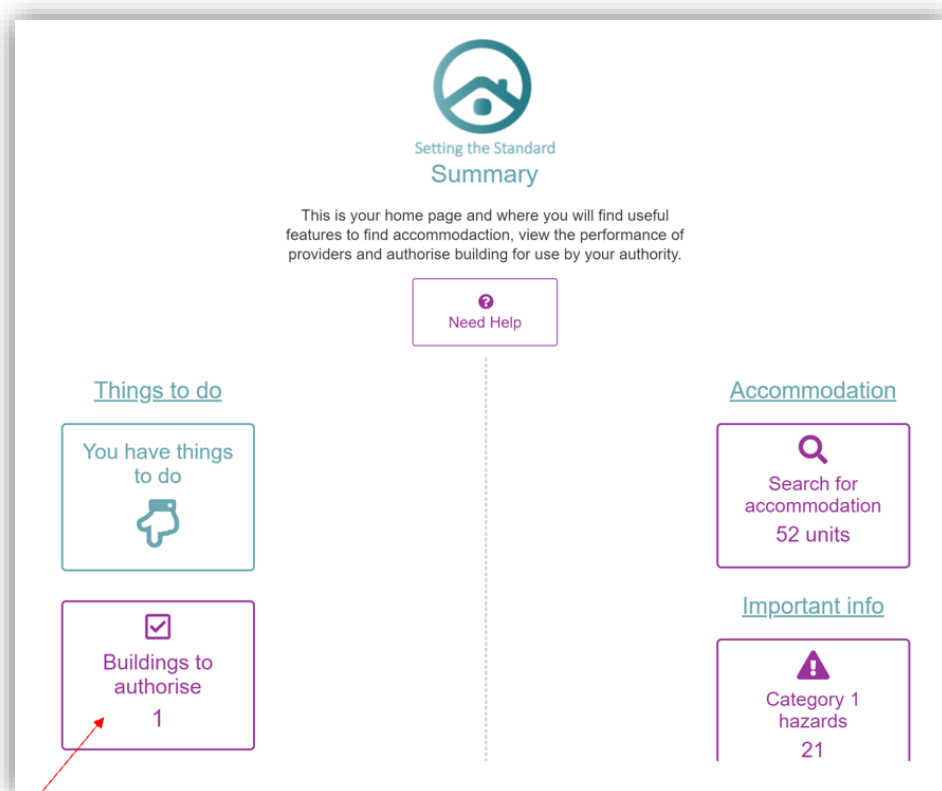Temporary Accommodation Inspections Service
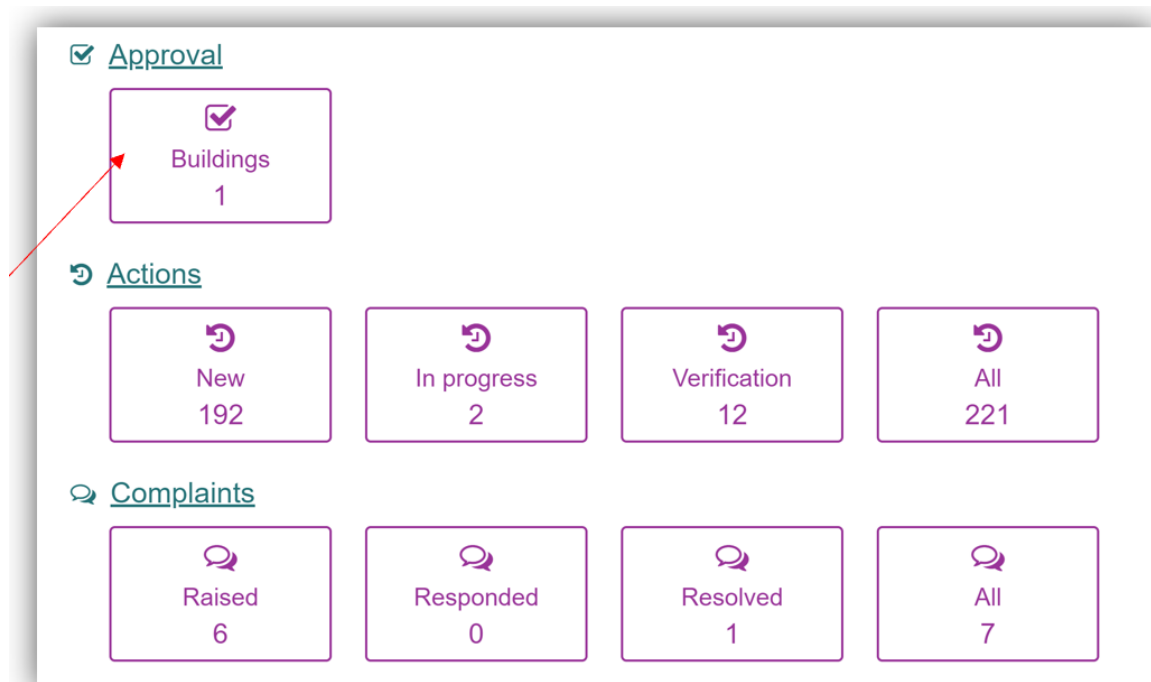
How to approve a building

The **Approval** component of the Authority app allows you to approve a Provider's building (property/unit), after they have uploaded their properties on the system. Once you have given approval, the StS inspectors can verify certificates/documents and book in an inspection.

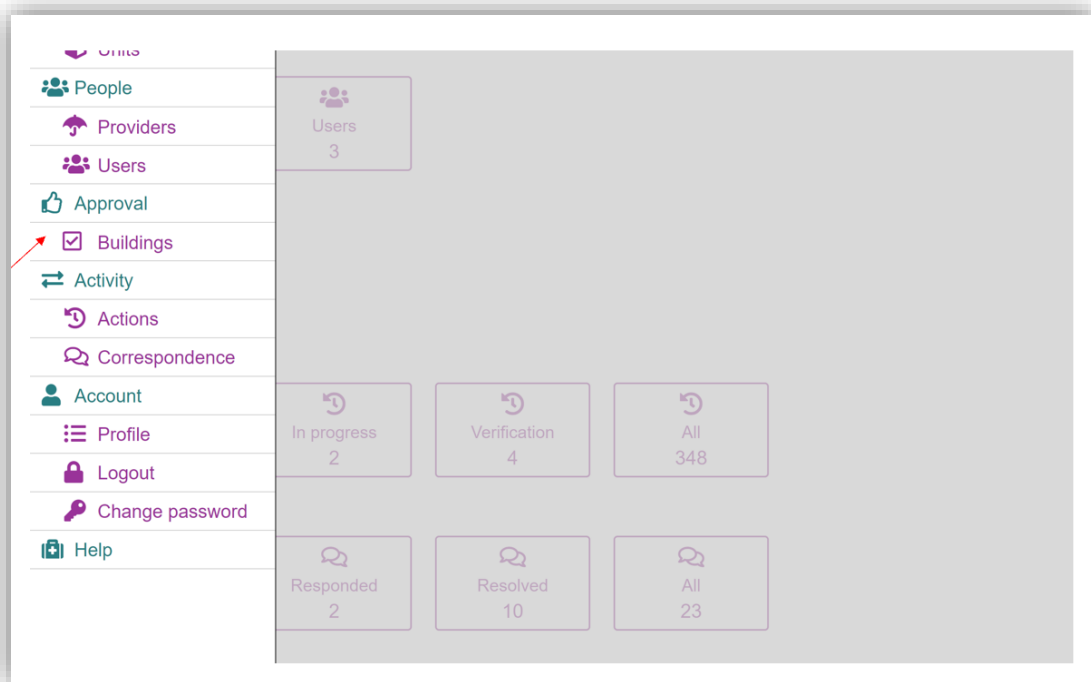**There are 3 ways you can access the building approvals page.**

i.   You can approve building via the **Home Page** shortcut.

ii. You can approved building, by selecting the **Buildings** tile on the Authority **Dashboard.**

iii. You can also approve building, by selecting the side menu, and clicking on **Buildings.**

iv.   The **Building Approval** page will display.

v.   Click on the building (property/unit) you are reviewing for approval; the text will appear highlighted. Click the **Approve** or **Reject** button.