



Update a Site Close Out

Overview

The Site Close Out Update process allows editing of the site close out setting for non-mission capable reporting.

Navigation

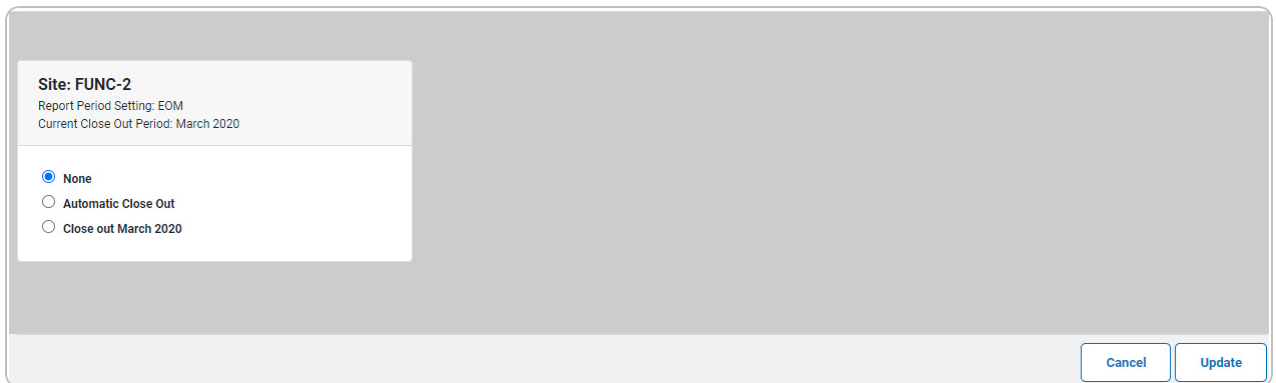
Master Data > Maintenance Readiness Set Up > Site Close Out > Site Close Out page

Procedures

Update a Site Close Out

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Verify the Site Close Out contains the appropriate ☐ or ☒. The selected setting determines the site close out method.



2. Select . The **Site Close Out Confirmation** pop-up window appears.





Confirm a Site Close Out

Navigation

Master Data > Maintenance Readiness Set Up > Site Close Out > Site Close Out >

> Site Close Out Confirmation pop-up window

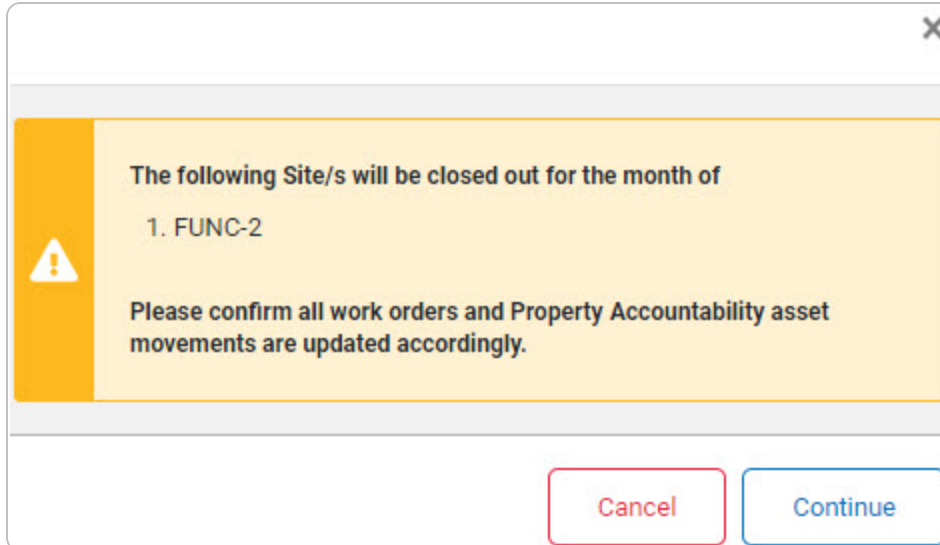
Procedures

Update a Site Close Out

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

Selecting at any point of this procedure removes all revisions and closes the page.

1. Select . The **Site Close Out Confirmation** pop-up window appears.



2. Select . The **Site Close Out Transaction Status** page appears.





View the Site Close Out Transaction Status

Navigation

Master Data > Maintenance Readiness Set Up > Site Close Out > Site Close Out >

[Update](#)

> Confirmation > [Continue](#) > Site Close Out Transaction Status page

Procedures

View the Site Close Out Transaction Status

Transaction Status

Status	Action Required	Details
Success		Site Name Close Out Date
		FUNC-2 3/31/2020

[Continue](#)

1. Select [Continue](#) . The **Site Close Out Update** page appears.

