



Subject: Introduction of Ed Controls - Digital Registration Tool for Efficient Communication and Quality Assurance

Dear [Customer Name],

I hope this email finds you well. We would like to inform you about an important development on our project that facilitates communication with construction partners and ensures quality assurance.

As a project team, we have decided to implement the digital registration tool Ed Controls. This tool allows us to communicate efficiently with all parties involved, maintain an overview, and easily demonstrate the quality of the project.

With Ed Controls, you can contribute to the project in the following ways:

Digitally reporting completion of assigned tasks: You will be asked to digitally report the completion of assigned tasks in the form of a ticket. Attached to this email, you will find a manual that will guide you through the process.

Proactively registering performed tasks: As a participating party, we kindly request that you proactively register the tasks you have performed in Ed Controls, using the Reporter role.

Conducting digital inspections: If applicable, we ask you to carry out inspections digitally in Ed Controls using the audit module.

To access Ed Controls, you can register for free at <http://web.edcontrols.com>. The attached manual provides detailed instructions on how to report task completions.

For further explanations and technical support, please visit <http://support.edcontrols.com>, where you can find answers to your questions.

We believe that utilizing Ed Controls will enable us to collaborate more efficiently, enhance the quality of the project, and ensure smooth progress. If you have any questions or comments, please do not hesitate to contact us.

We look forward to your active participation in this project through the use of Ed Controls.

Best regards,

[Your Name]

[Your Position/Company Name]

[Phone Number]

[Email Address]