



MY  
PASS®

# MyPass Global

## Release Notes

**RELEASE: 3.230**

**DATE: 8 April 2025**



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## Enhancements

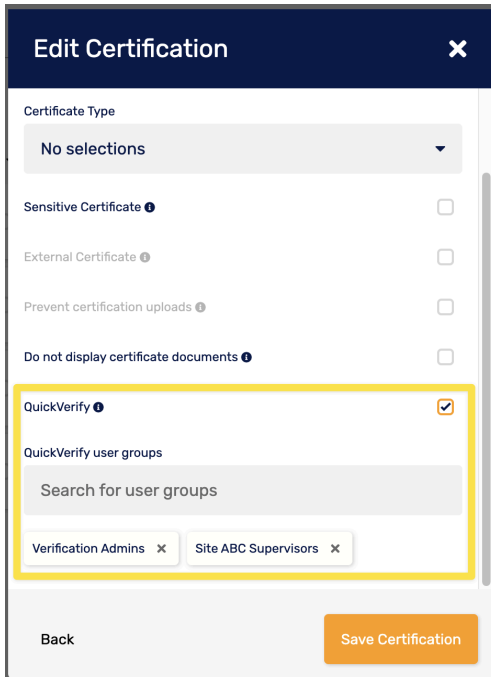
### QuickVerify Internal Certificates

This is particularly useful for Industry Portal users who currently add internal certificates to personnel and subsequently verify them in a separate workflow.

Administrators can now configure internal certificates as “QuickVerify” and assign trusted User Groups. Only User Groups with "Verifications" administrator permissions can be selected for QuickVerify.

Members of these User Groups can then add the certificate to personnel and verify it in one efficient workflow, reducing time and administrative burden.

[Read more about QuickVerify Certificates, including how to get started with the feature today.](#)



**Edit Certification** ✕

Certificate Type

No selections ▼

Sensitive Certificate ⓘ ☐

External Certificate ⓘ ☐

Prevent certification uploads ⓘ ☐

Do not display certificate documents ⓘ ☐

QuickVerify ⓘ ☒

QuickVerify user groups

Search for user groups

Verification Admins ✕ Site ABC Supervisors ✕

Back Save Certification

*Configuration of QuickVerify on an internal certificate.*

Add Certification

Internal Training

Complete the details below to verify the certificate immediately and add it to the personnel's profile.

Add documents

Upload Documents

Certificate\_20250331021505753.png

Issuer

MyCompany RTO

Reference (optional)

ABC-123

Issue date

28 / 03 / 2025

Expiry date

27 / 03 / 2026

Back

Save

*QuickVerify workflow for an authorised user.*

## Filters are now Applied to Exports from Overview Dashboard

You can now export data from the Overview dashboard with your filters applied. Previously, the only filters that were applied to exports were the selected Resource Pools or Skills Matrices.

Now, all filters applied in the dashboard will be applied to the exported CSV and Excel files. This means that Industry Portal users can filter by a Certification Status (e.g. Expired or Expiring <30 days), by an individual Requirement, or by Position or Classification, and export only the relevant personnel records based on those filters.

This enhancement is in response to feedback from many customers. It makes the exports from the Overview dashboard more useful, reducing the need to manually manipulate the exported data.

This enhancement applies to:

- Overview > Resource Pools > Compliance
- Overview > Projects

## Colour-Coded Excel Exports for Overview > Projects

We recently enabled colour-coded Excel exports from Overview > Resource Pools > Compliance. We are now extending this to Overview > Projects.

The Excel export is delivered via email when users click the 'Export' icon in the dashboard.

This export includes conditional formatting, where cells are colour-coded to highlight compliance status: green for compliant, red for missing or expired, orange for pending verification, and yellow where there is no expiry date.

Expiry dates are shown directly in the document, and account for custom validity periods. The Excel file has been streamlined in comparison to the existing CSV file, removing unnecessary columns.

## “Ignore Personnel Classifications” now selected by default in Project Roles

We’ve heard from customers that toggling “Ignore Personnel classifications” when viewing Matches in Project Roles is a frustrating and repetitive experience. Therefore, we’ve pre-selected this filter by default.

Now, when viewing Matches for a Project Role, all personnel will be visible and ordered based on percentage match from highest to lowest, without the need to click “Ignore Personnel Classifications”.

## MyPass Public ID included in Simplified Personnel Exports

The MyPass ID (Public ID) is now included in the Simplified Personnel Certifications Export and the Simplified Personnel Compliance Export.

## Bug Fixes

### Overview > Projects Export now shows Correct Start Dates

Exports from Overview > Projects were showing Role Start Dates instead of individual personnel's Engagement Start Dates. This meant that the start dates in the exported file did not match the start dates that were visible in the dashboard. This has been corrected.