



Intelex Guide On NMHA's

Contents

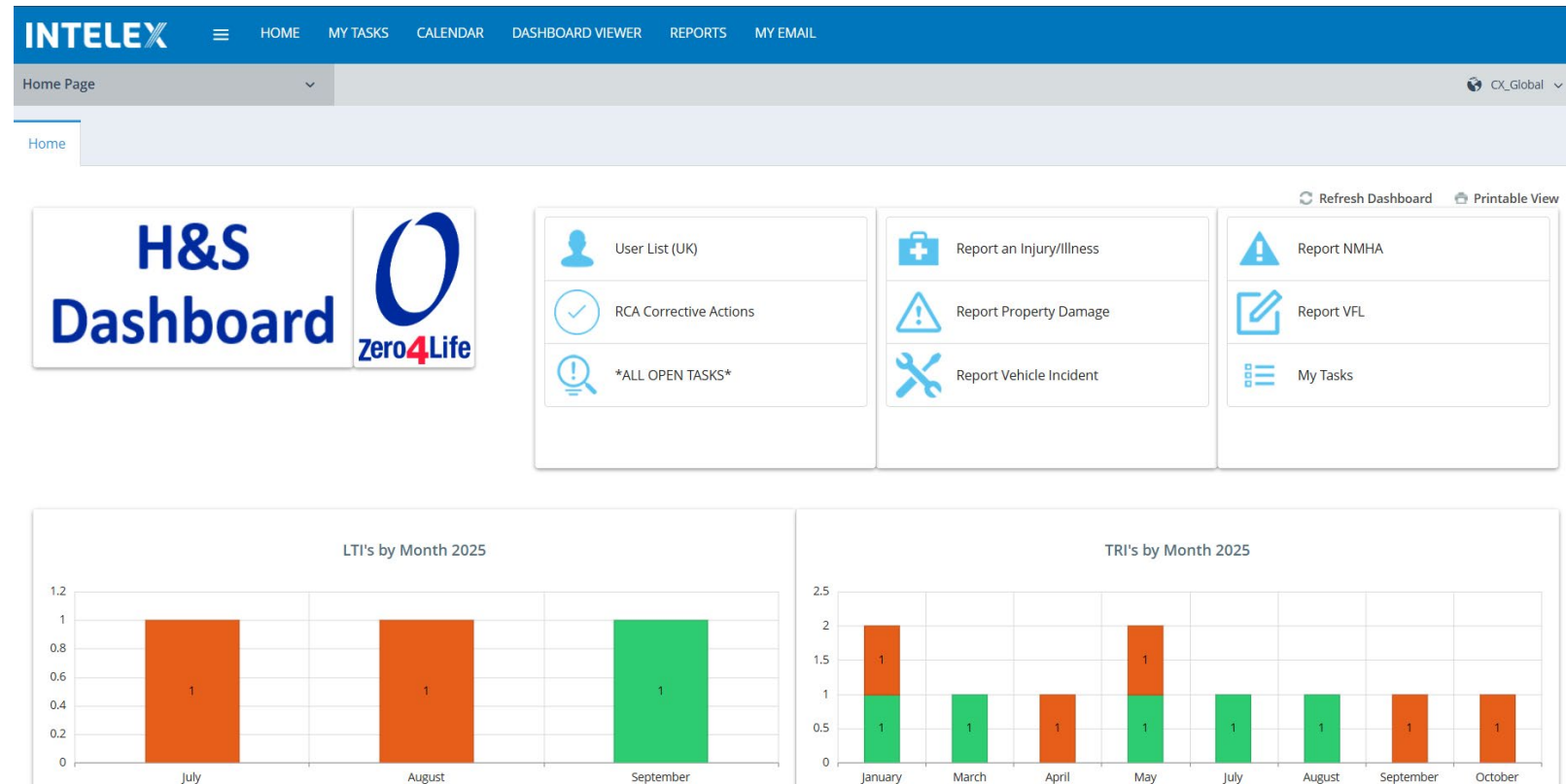
1. How to log in – Desktop
2. Raising a NMHA- Desktop
3. Viewing a NMHA – Desktop
4. Closing a NMHA – Desktop
5. How to log in – Mobile
6. Registering a NMHA – Mobile

How to Log in:

Follow this link :

[Home : Home Page : Intelex 6.6.14.0](#)

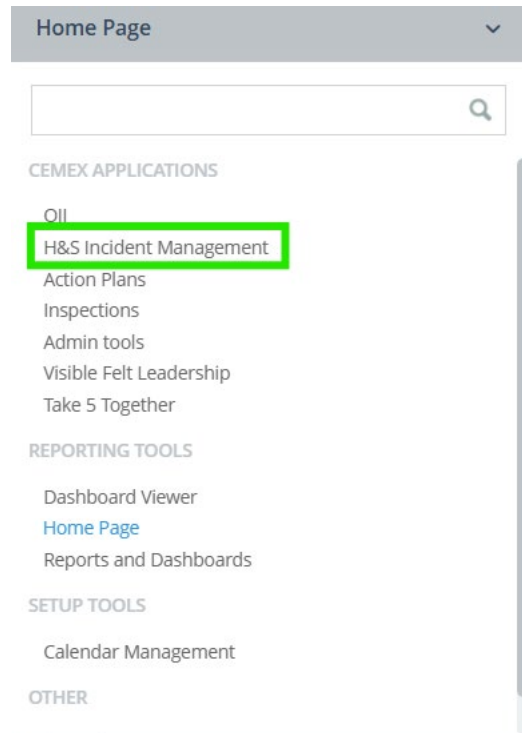
Intelex will automatically log you in.



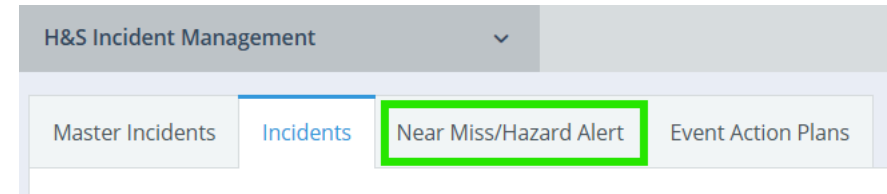
NMHA

Raising a NMHA

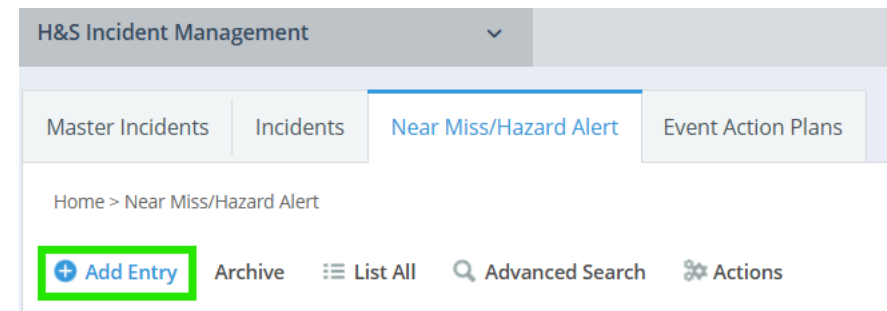
Step 1 – Click the Dropdown on the top left-hand side of the page and select ‘H&S Incident Management’



Step 2 – Select ‘Near Miss/ Hazard Alert’



Step 3 – Select ‘Add Entry’



Step 4 – Fill out the NMHA details

H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Home > Near Miss/Hazard Alert > New Near Miss

Submit Close Save Cancel Save & Exit

New Near Miss

Near Miss Details

* Location

CX_Global

Select | Clear

* Incident Location ⓘ

* Category

☐ Hazard
☐ Improvement
☐ Near Miss
☐ Unsafe Behavior/Act

* Type of NMHA

* Date

* Description

* Immediate Action

Ideas (If Any) to eliminate the problem

* Reported By Type

* Date Reported

11/17/2025

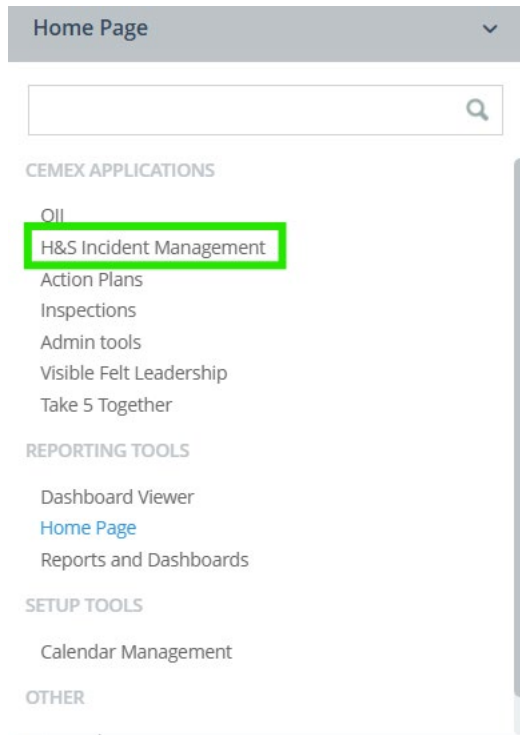
12:10 PM

* Further Action Required

NMHA

Viewing a NMHA

Step 1 – Click the Dropdown on the top left-hand side of the page and select ‘H&S Incident Management’



Home Page

CEMEX APPLICATIONS

- OIL
- H&S Incident Management**
- Action Plans
- Inspections
- Admin tools
- Visible Felt Leadership
- Take 5 Together

REPORTING TOOLS

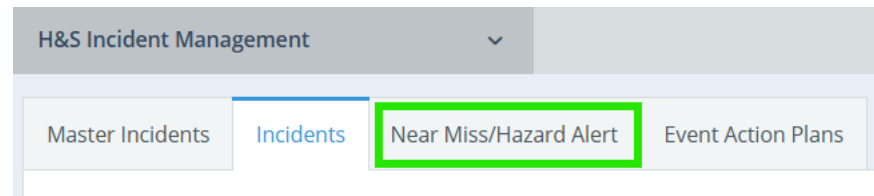
- Dashboard Viewer
- Home Page
- Reports and Dashboards

SETUP TOOLS

- Calendar Management

OTHER

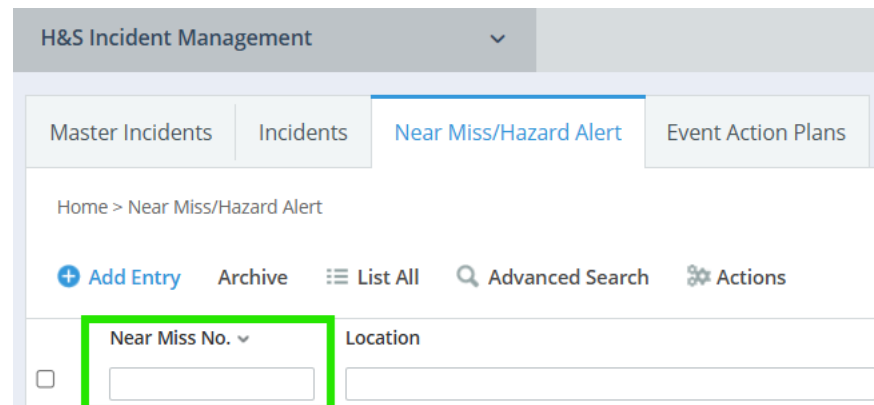
Step 2 – Select ‘Near Miss/ Hazard Alert’



H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Step 3 – Search for the NMHA No.



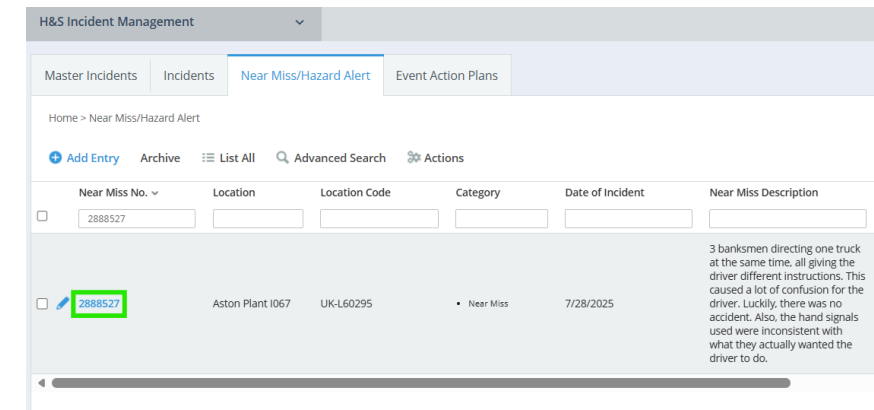
H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Home > Near Miss/Hazard Alert

Near Miss No. Location

Step 4 – Click onto the NMHA you would like to view



H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Home > Near Miss/Hazard Alert

Add Entry Archive List All Advanced Search Actions

	Near Miss No. ▾	Location	Location Code	Category	Date of Incident	Near Miss Description
<input type="checkbox"/>	2888527					
<input checked="" type="checkbox"/>	2888527	Aston Plant 1067	UK-L60295	Near Miss	7/28/2025	3 banksmen directing one truck at the same time, all giving the driver different instructions. This caused a lot of confusion for the driver. Luckily, there was no accident. Also, the hand signals used were inconsistent with what they actually wanted the driver to do.

You can now view all details for the NMHA selected

NMHA

Closing a NMHA

Step 1 – Click the Dropdown on the top left-hand side of the page and select ‘H&S Incident Management’

Home Page

CEMEX APPLICATIONS

- Oil
- H&S Incident Management**
- Action Plans
- Inspections
- Admin tools
- Visible Felt Leadership
- Take 5 Together

REPORTING TOOLS

- Dashboard Viewer
- Home Page
- Reports and Dashboards

SETUP TOOLS

- Calendar Management

OTHER

Step 2 – Select ‘Near Miss/ Hazard Alert’

H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Step 3 – Search for the NMHA No. you would like to close

H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Home > Near Miss/Hazard Alert

+ Add Entry Archive List All Advanced Search Actions

Near Miss No. Location

Step 4 – Click onto the NMHA you would like to close

H&S Incident Management

Master Incidents Incidents **Near Miss/Hazard Alert** Event Action Plans

Home > Near Miss/Hazard Alert

+ Add Entry Archive List All Advanced Search Actions

	Near Miss No.	Location	Location Code	Category	Date of Incident	Near Miss Description
<input type="checkbox"/>	2888527					
<input type="checkbox"/>	2888527	Aston Plant 1067	UK-L60295	Near Miss	7/28/2025	3 banksmen directing one truck at the same time, all giving the driver different instructions. This caused a lot of confusion for the driver. Luckily, there was no accident. Also, the hand signals used were inconsistent with what they actually wanted the driver to do.

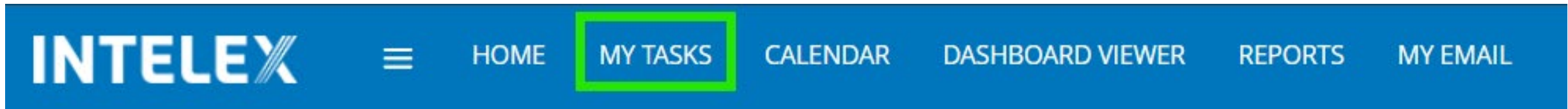
Step 5 – Close here

Home > Near Miss/Hazard Alert > YARD FLOODED DUE TO HEAVY RAIN

Begin Investigation **Close** Reject Update Stage Due Date Add Comment

My Tasks

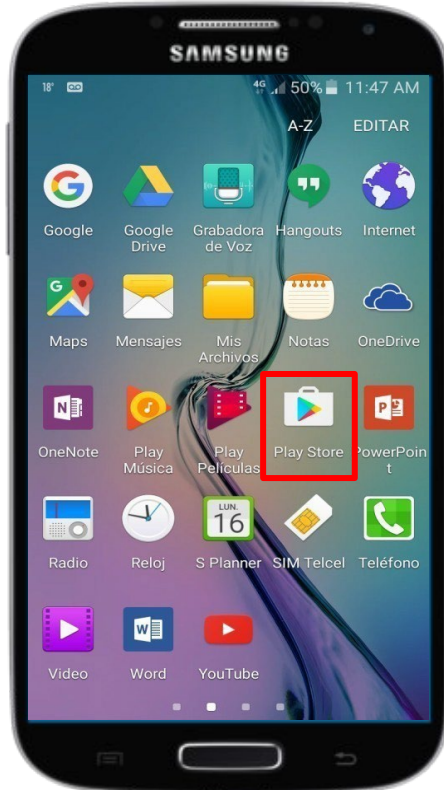
You can access any NMHA assigned to you quicker, by selecting 'My Tasks' :



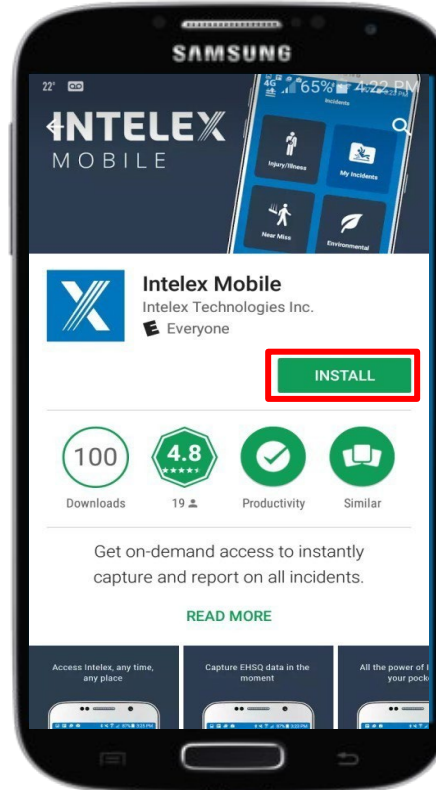
Intelex Mobile App

How to download Intelix for Android devices:

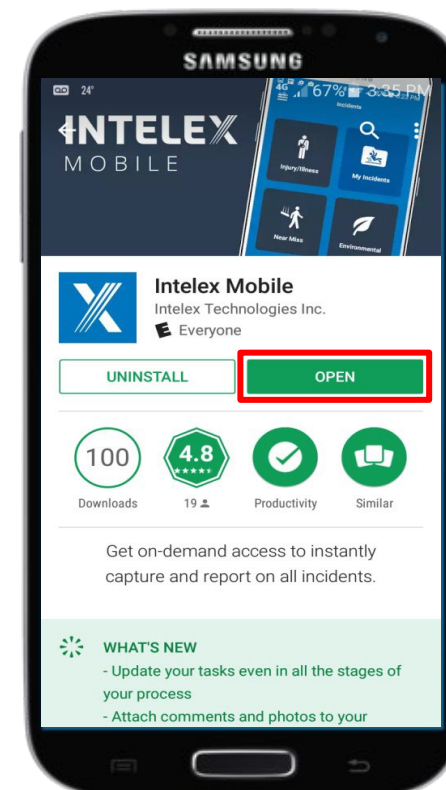
- 1 Click on  Play Store and search for the INTELEX mobile app




- 2 Click on the **Install** button

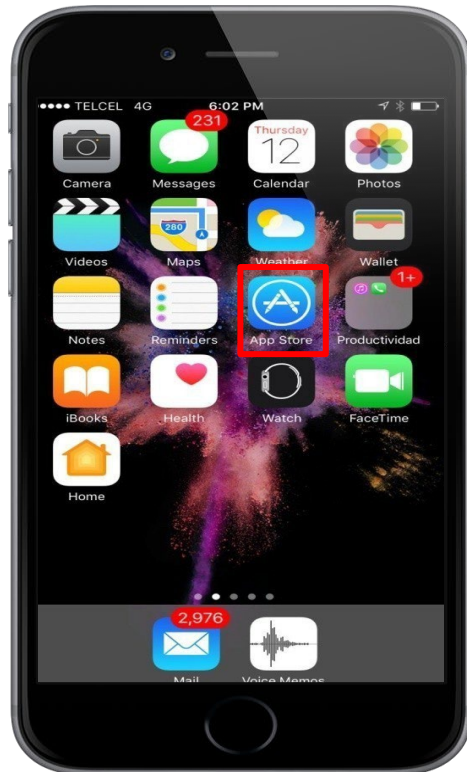


- 3 Click on **Open** to enter to the application

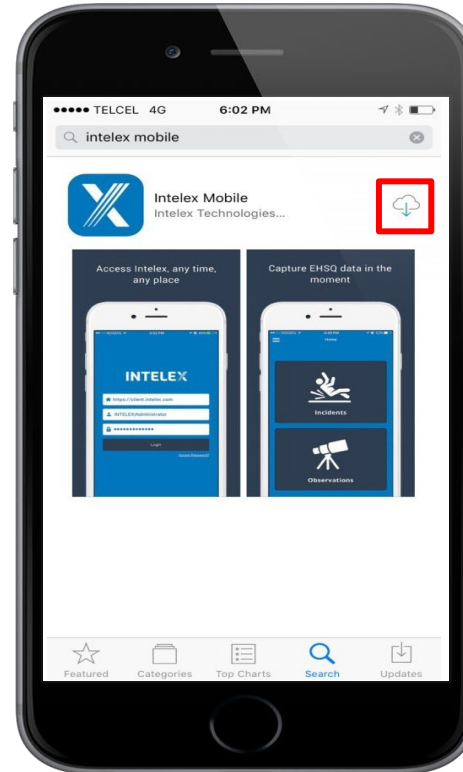


How to download Intellex for IOS devices:

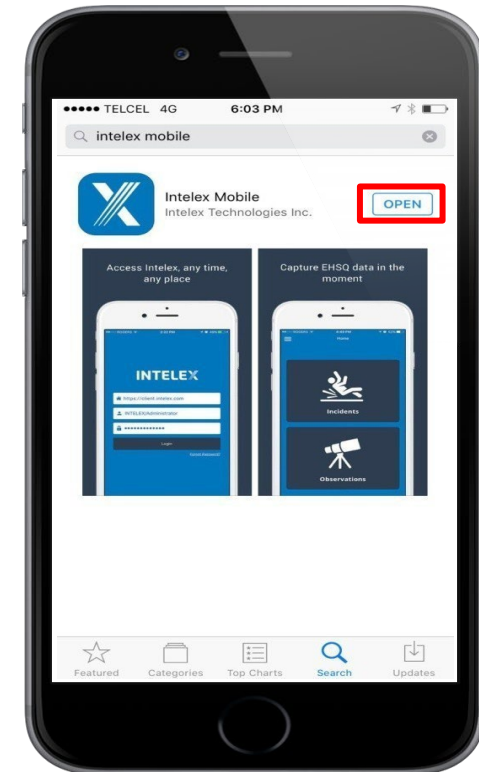
- 1 Click on  App Store and search for the INTELEX mobile app



- 2 Click on the **Install** button

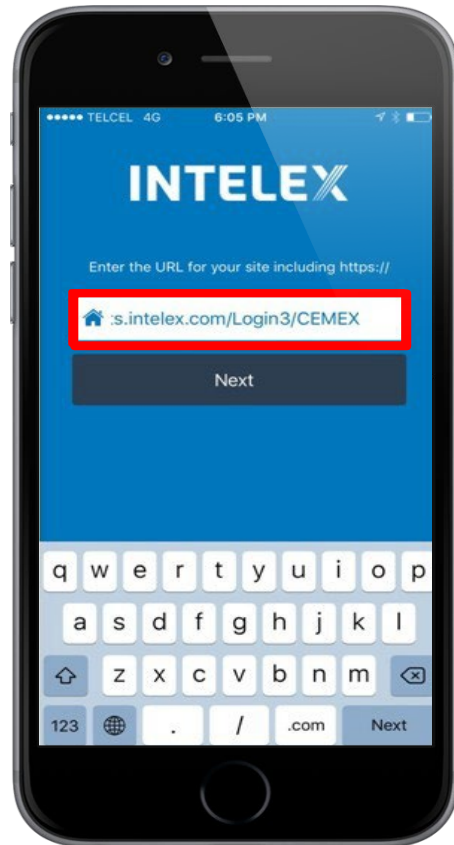


- 3 Click on **Open** to enter to the application

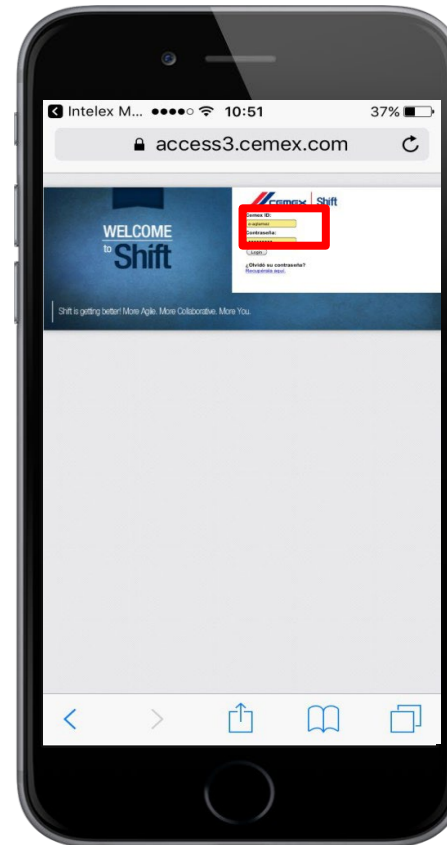


How to download Log In to the Intelex app:

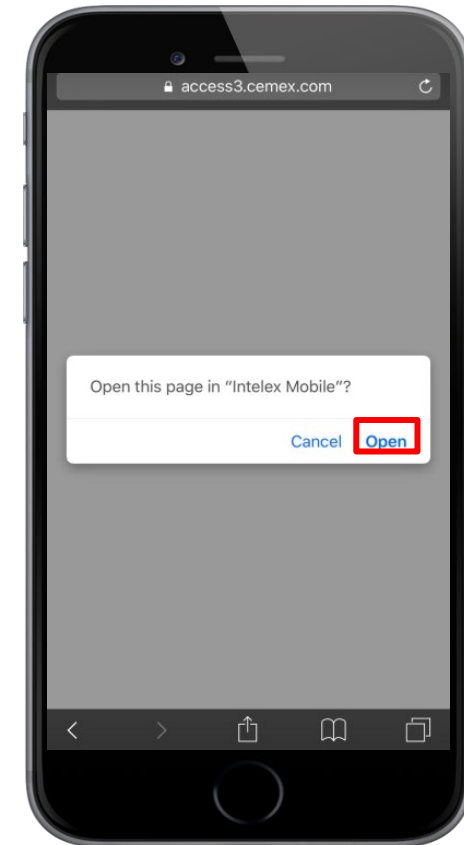
- 1 Enter the address (caps sensitive): <https://global.intelex.com/Login3/CEMEX> and press the “Next” button



- 2 The Single Sign On functionality is enabled, enter your CEMEX ID and password and press “Login”

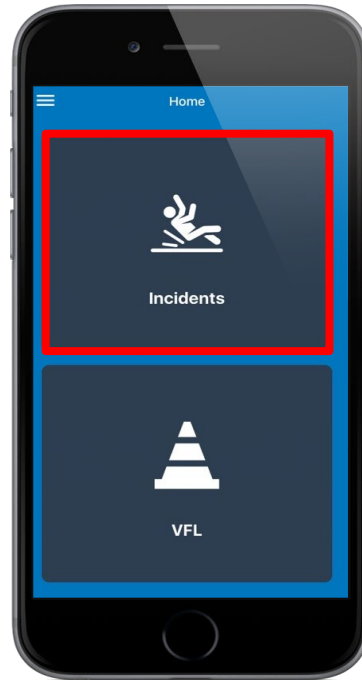


- 3 If the following message is shown: “Open this page in Intelex Mobile”, please press “Open”

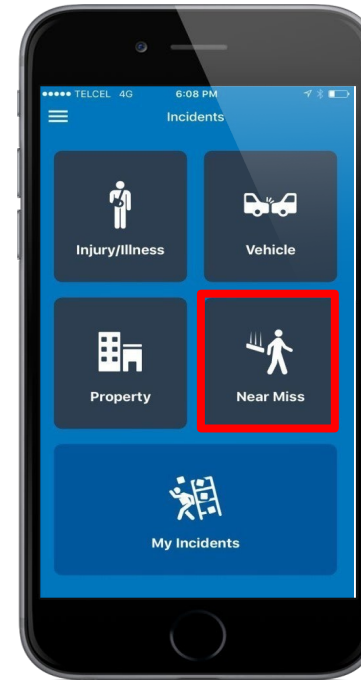


How to register a Near Miss:

- 1 From the home screen, select **Incidents**



- 2 Then select **Near Miss**



3

+Photo
Choose a picture from your gallery or open the camera to take a picture

Location
Select the CX Site where the near miss occurred (office, plant..etc.)

Category
Select either it is a Hazard, Improvement, Near Miss or Unsafe Behavior Act

Back

+ Photo

Gallery Camera

Location*

Bruegg b. Biel

Incident Location*

Steps leading to preheater tower

Category*

☐ Hazard

☐ Improvement

☒ Near Miss

☐ Unsafe Behavior/Act

Save Submit Close

4

Date and Time of the Incident
Choose the date and time of the incident

Incident Location
Describe exact location where the near miss occurred Ex. Steps leading to preheater tower

Near Miss Description
Describe what happened

Back

Date and Time of the Incident*

9/3/2017 8:56 am

Near Miss/Hazard Description*

The steps are not safe because they need maintaining

Immediate Action*

Called the maintaining company

Ideas (If Any) to eliminate the problem

Tap here to edit

Reported By Type

Employee

Contractor

Visitor

Save Submit Close

5

Contractor

Visitor

Anonymous

Reported By

Tap here to select

Date Reported*

9/1/2017 9:00 am

Further Action Required*

Yes No

Person Responsible For Initiation*

CAMILO EDUARDO AREVALO

Save Submit Close

Reported By

Look for the person that is reporting the Near Miss

Further Action Required

Determine if further action is required and complete the form.
If **yes**, select the person responsible for initiation and then **Submit**.
If **no** continue to **Save**.

Save

Save your information.
Choose this option if you selected **No** in **Further Action Required**.

Submit

Submit to notify the responsible people via e-mail.
Choose this option if you marked **Yes** in **Further action Required**. The person selected as responsible for initiation will be notified by e-mail.

