**How to access completed inspections on the DNR web site SONRIS system**

Go to the DNR web site: [www.sonris.com](http://www.sonris.com)

On the top right SONRIS home page click on **Document Access**

This opens a new search page. The inspection information is under the **Enforcement** section.

This opens a search menu. You need to select the type of inspection you are searching for such as Comprehensive, Construction, Specialized, etc. Then click **next**.

This opens a search feature on the right side of the page (See example below).

|  |
| --- |
| Enter search criteria: |
|  |
| Date(mm/dd/yyyy):  | Error: Not a DateError: Bad Date FormatError: To < From DateError: Not a DateError: Bad Date Format To  |
| Operation Type:  |  |
| Operator Code:  |  |
| Ref Num:  |  |

Get associated documents


**To search by Operator Code:** This is a PL code number specific to each operator. Typing in the specific operator code number will show all of the inspections for this individual operator. To get a specific operator you can get a list from the link “[List of Operator Names/ID’s Based on Operator Type](http://sonlite.dnr.state.la.us/sundown/cart_prod/Cart_con_orgidnum1) or use the [Organization Search and Information](http://sonlite.dnr.state.la.us/sundown/cart_prod/Cart_con_orgidnum1) feature. The list are all inclusive. In the Organization Search and Information feature only operators without an end date are still active. Any heading tab can be clicked and filtered along with using the search feature. Operation types codes subject to pipeline safety include: 17(Gas Utility Districts); 23(Municipal);24(Privately-Owned Distribution); 26&27(Transmission Onshore & Offshore); 29 & 31(Hazardous Liquids Onshore & Offshore); and 18,19,20,21&22(Master Meter Operators).

**To search by Ref. number:** This is how to search for a particular inspection. You must have the inspection ID number to conduct this search.

**Get associated documents:** checking this box will bring up all attached documents with inspection.

Entering specific search criteria information into as many fields as possible will narrow the yield of each search. Additionally, ensure that popups are not blocked for this site, as search results will pop up in a new window.