

Note The visible menus and editing rights depend on the license, activated modules, active fire department and user role. Illustrations and labels may change slightly with later builds.

Document conventions

Labeling	Meaning
action	A concrete sequence of operating actions.
Notice	Additional information or role-dependent behavior.
Danger	Action affecting data, rights or operations.
Administration only	Feature for tenant or platform administration.

1.System overview

IGNIS 2AB bundles personnel, operations, technology, warehouse, organization, training, finance and administration in a multi-client web application.

1.1 Terms

Expression	Explanation
Client/Organization	Independent municipal data room, usually a city or municipal fire department.
Main fire department	Central administrative unit of the client.
Local fire department	Subordinate fire department with its own data and responsibilities.
Active fire department	The currently selected fire department; it determines the visible data stock.
Org ID	Unique identifier of the organization.
Site ID	Unique identifier of an individual fire department within the organization.
Installation ID	Unique UUID of the operated IGNIS installation for license verification.

1.2 Main areas

- Overview
- Commitment & Service
- staff
- Technology
- organization
- Warehouse
- Finance
- administration

Additional areas may be visible depending on the expansion and license status. A menu item that is not visible does not automatically mean an error; Role, module release or fire brigade assignment are often missing.

1.3 Authorization principle

- Users generally only see data from their client.
- Local fire departments work with their own personnel, technical, operational, storage and financial data.
- The main fire department only has organization-wide overviews in the designated areas and sometimes only has reading rights.
- A user with an assigned fire department always creates new specialist data for this fire department.
- The platform superadmin manages the entire system; This access is not intended for daily specialist operations.

2. Registration and personal settings

2.1 Login

1. Open your instance's URL, for example `app.ignis2ab.com`.
2. Enter email address and password.
3. If necessary, confirm the second factor.
4. After successful registration, the overview of the primarily assigned fire department appears.

Attention: Several failed attempts trigger a time-limited login block. Wait for the displayed period or contact an administration.

2.2 Forgotten password

1. On the login page, select "Forgot password".
2. Enter the registered email address.
3. Open the time-limited link from the email.
4. Assign a new password that will only be used for IGNIS 2AB.

2.3 Security and language

Click on the username in the top right corner and open "Security". The password and supported language can be changed there and – if activated – two-factor authentication can be set up. The system productively supports German and English.

2.4 Logging out

Always use the logout function in the user menu, especially on shared workstations. Closing the browser window does not replace logging out.

3.Surface and fire department change

3.1 Navigation

Area	function
Left sidebar	Opens specialist modules and their submenus.
Top bar middle	Shows the active fire department.
Top bar on the right	Username, security and logout.
Breadcrumbs	Shows position in the system and enables jumps back.
Action icons	Open, edit, delete, download or send - depending on the role.

3.2 Change active fire department

1. Open the fire brigade selection in the top bar.
2. Select the fire department you want.
3. If possible, IGNIS 2AB stays in the current specialist mask and loads its data for the new fire department.
4. Always check the "Active Fire Department" display before creating or editing.

Important The active fire brigade is a technical data filter. It does not replace authorization; Data that is not permitted remains hidden even after a change.

4. Overview

4.1 Home page

The overview summarizes the most important information from the active fire department. Tiles and key figures depend on role and activated modules.

- Personnel and deployment metrics
- due exams and tasks
- Birthdays within the next seven days
- Old age anniversaries
- Service anniversaries
- License and system information

4.2 Anniversaries

Age anniversaries from the age of 50 are planned in fixed stages as well as service anniversaries of 10 years or more. The basis is correctly maintained birth and entry dates.

5. Personnel

5.1 Personnel overview

The personnel overview only shows people from the active fire brigade authorized by the user. Rank, functions, department and status are determined from the respective assignments.

5.2 Create person

1. Open Human Resources > Human Resources.
2. Select the icon to create a person.
3. Check the active fire department.
4. Enter master data, entry, contact details and department.
5. Have the personnel number assigned automatically or explicitly activate manual assignment.
6. Save the record.

Personnel number The standard format is XX/XXXXXX. Manual numbers should only be used if a mandatory external numbering system exists.

5.3 Personal profile

- Master data and contact details
- Profile photo
- Rank with badge available
- Functions and organizational units
- Courses, qualifications and certificates
- training courses planned or submitted for examination
- Documents, honors and life cycle events

5.4 Ranks and functions

Ranks and functions are maintained via time-related assignments. Changes should not be documented by overwriting the history, but rather by ending the old assignment and beginning a new one.

5.5 Member Groups

- Operations department
- Age and Honor Department
- Youth fire brigade
- Children's fire brigade

The assignment depends on the professional status. Age-dependent suggestions do not replace the examination by the responsible administration.

5.6 Organization chart

The graphical personnel organization chart represents functions, ranks and hierarchies as vertically as possible. Missing elements are caused by missing or inactive assignments.

5.7 Loss of earnings

Loss of earnings data contains confidential employer and compensation information. They are only visible to explicitly authorized administrative roles. People with a complete data record are highlighted in the selection.

6. Training, courses and qualifications

6.1 Catalogs

Ranks, qualifications, courses, technical equipment standards and other catalogs are provided as expandable standards for new fire departments. Changes apply within the respective client.

6.2 Book training

1. Open Personnel > Qualifications and Equipment > Training Applications.
2. Choose a person and a training.
3. Enter the appointment and required information.

4. Submit the booking.
5. The administration approves or rejects with comment.

6.3 Status

status	Meaning
Under examination	Booking has been submitted and awaiting decision.
Approved	Participation was approved by the administration.
Rejected	Booking was rejected with reasons.
Canceled	An existing booking has been canceled.
Completed	Participation and results were documented.

Planned and approved training courses also appear in the person profile so that parallel shadow lists are not required.

7. Operations and reports

7.1 Create an assignment

1. Open Assignment & Service > Assignments > Create Assignment.
2. Check the active fire brigade.
3. Enter the type, period, location and short description.
4. Assign personnel, vehicles, equipment and materials.
5. Save and add to the history if necessary.

7.2 Resources involved

- Emergency forces with function and time share
- Vehicles
- devices used
- used inventory items
- Lifecycle and status events

7.3 Mission report

A report can be generated from the operation, checked, printed and sent by email. The fire department logo is used on appropriate reports and certificates; Local fire departments can inherit the logo of the main fire department.

7.4 Facilities and Shipping

Photos and documents are stored privately and client-specific. Approved attachments are taken into account when sending emails. Before sending, check the recipient, contents and personal information.

7.5 Certificate of participation

Certificates of deployment or participation can be created for people involved. The output depends on the documented operating times.

8. Exercises, briefings and operational readiness

8.1 Exercises

Exercises are recorded separately for the operations department, youth fire brigade and children's fire brigade. People involved, content, duration and evidence can be documented.

8.2 Instructions

Instructions and instructions have participants, validity and documentation status. Due repetitions should be checked regularly.

8.3 Personnel traffic lights and respiratory protection

The personnel traffic light evaluates mission-related requirements. In the respiratory protection area, medical validity, stress training, instruction and mission-related training are managed.

Data protection Medical validity and reasons for restrictions are particularly sensitive data. Access and free text must be limited to what is necessary.

8.4 Scheduling and standby

Services, staffing and availability are planned and people are assigned. Actual visibility depends on module release.

9. Vehicles

9.1 Manage vehicle

- Master data, radio call name and license plate number
- Location and fire department assignment
- Exams and due dates
- Repairs
- Photos and documents
- Loading or equipment list

9.2 Equipment list

The equipment list assigns devices and materials to a vehicle. When changing the active fire department, only vehicles and items from this fire department are offered.

9.3 Tests and repairs

Exams are maintained as recurring events with date, result, due date and evidence. Repairs are reported, processed and completed in a comprehensible manner.

10.Devices and radio technology

10.1 Devices

Devices always belong precisely to a fire department. Categories and device standards can be expanded. Inspections, maintenance, repairs, expenses, returns and retirements are documented as lifecycle events.

10.2 Radios

Field	use
Manufacturer/Model	Standardized for Motorola and Sepura, among others.
Device type	Handheld radio or fixed installation in the vehicle.
Serial number	Manufacturer-related unique number.
ISSI / TEI	Identifiers in digital radio.
BSI card number	Assignment of the security card.
Explosion protection	Indicates devices intended for this purpose.
vehicle	Mandatory assignment for permanent installation, if known.

Field	use
Call name / speaking group	Operational radio configuration.

10.3 Generic Tests

With AssetInspection, inspections of different types of devices can be recorded uniformly. AssetLifecycleEvent represents maintenance, repair, issue, return and disposal.

11. Stock and Orders

11.1 Inventory

Stocks belong to a fire department. Items, storage locations, minimum quantities and available quantities form the basis for movements and order proposals.

11.2 Movements

Occurrence	Result
Goods receipt	Increases inventory with documented quantity and origin.
output	Reduces inventory and documents recipient or purpose.
return	Returns returned material to inventory.
Inventory	Compares target and actual inventory in a comprehensible manner.

11.3 Orders

Under Organization > Orders, all order types are brought together, not just clothing. Administrative roles can open, review, accept, or reject orders.

12. Organization

12.1 Fire departments

The organizational administration represents main and local fire departments. Every organization has an Org ID, every fire department has a Site ID. Vehicles, devices, inventory and technical data remain assigned to the respective site.

12.2 Logo

1. Open Organization > Fire Department.
2. Select the fire department to edit.
3. Upload the logo in the supported image format.
4. Check appearance in sidebar and on a report.

If a local fire department does not have its own logo defined, the logo of the main fire department can be used.

12.3 Merge the local fire department into the main fire department

For imported dual structures, a selected local fire department can be transferred to the main fire department. Associated specialist data is reassigned in a controlled manner. A backup must be created beforehand and the result checked in a test instance.

Attention A merge changes many assignments and is not intended as an everyday editing function.

12.4 Organizational chart

The fire brigade organizational chart graphically represents the main fire brigade and subordinate local fire brigades. It serves as orientation and does not replace a license or authorization check.

13.Licenses

13.1 License model

type	Validity
M license	Client or main fire department and central administration.
S license	Individual affiliated local fire department; requires an active M structure.
Trial	Time-limited test operation.
Read only	Reading operation after expiry or deactivation; Data is retained.

13.2 Check license status

1. Open Organization > Licenses.
2. Select "Check License Now."
3. Check connection, status, operating mode, validity and last check.
4. Check the indented list of local fire departments and their individual status.

Each check uses Org ID, Site ID, and Installation ID. The license server shows registered installations and the time of the last successful query.

13.3 After an update

A software update must not overwrite an active license configuration. If the system still shows "Subscription inactive", first run a manual license check and then check the connection, tenant key

and installation ID.

14. Users, Roles and Rights

14.1 Create user

- 1. Open Administration > Users.
- 2. Set email address and display name.
- 3. Assign the user to a client.
- 4. Select role and responsible fire department.
- 5. Activate access and transmit the access data securely.

14.2 Typical roles

role	Typical purpose
Platform Super Admin	System-wide administration, import and technical support.
Tenant Administrator	Organization, users and settings of the tenant.
Administration	Personnel, orders, training approvals and confidential administrative processes.
Military management	Operational management of the assigned fire department.
user	Personal and professionally approved functions.

14.3 Fire department assignment

The primary or managed fire department determines the start context and processing area. A local fire service user is not allowed to edit their specialist data by switching to another local fire department.

14.4 Deactivate and delete users

Users are deactivated first. Before deletion, the system checks existing references and prevents self-deletion. Deletions are audited.

15.Import from alternative systems

15.1 Requirements

- Platform Super Admin
- SQL Server backup in .bak format
- sufficient storage space
- previous data backup
- no parallel processing of the target client

15.2 Process

1. Open Administration > Data import.
2. Select the backup file.
3. Upload them; the progress is displayed.
4. The system restores the backup in isolation and checks readability and data extent.
5. Check the preview of the automatically determined client.
6. Only then confirm the import.
7. Control import logs, warnings and samples in all departments.

15.3 Client identification

If a client does not yet exist, it is suggested from the backup department master data. Fire department name, municipality, postal code and technical identifiers must be checked before takeover.

15.4 Import log

The log stores source system, source ID, checksum, target object and alerts. This makes repetition, assignment and error analysis comprehensible.

15.5 Follow-up inspection

- Main/local defense structure
- Numbers of people and personnel numbers
- Ranks and functions
- Vehicles and equipment
- Devices and tests
- Stocks
- Missions and reports
- Documents and warnings

16. Administration and system operation

16.1 Audit Log

The audit log documents security-relevant changes with the client, fire department, acting user, action, time and technical metadata. The current automatic retention period is three months.

16.2 Sending emails

System emails are sent via the centrally configured SMTP connection. Check sender, server, port, STARTTLS, authentication and reachability. Credentials must not be in the manual, Git or support ticket.

16.3 Standards

When a client is created, the standard catalogs provided are initialized. These include, among other things, ranks, qualifications, courses and technical categories. Standards can be expanded, but not changed in an uncontrolled manner across clients.

16.4 Build Display

system	Scheme
Development	DEV.B01.XXXX
Demo	DEM.B01.XXXX
production	Build.B01.XXXX

17.Data protection and information security

17.1 Basic rules for users

- Only collect necessary data.
- Formulate free texts without unnecessary health or private details.
- Do not share user accounts.
- Lock screen and log out after work.
- Send reports and exports only to authorized recipients.
- Immediately report incorrect shipments, lost devices or unauthorized access.

17.2 Special Data

Health data, information from minors, loss of earnings and participation in missions require special access restrictions. A visible function is not permission to access data without a technical purpose.

17.3 Documents and photos

Uploads are stored in private, client-specific directories. Acceptable types and sizes are checked; Files are given internal UUID names and SHA-256 checksums. When deleting a data record, it is important to check whether linked documents can also be deleted or must be retained.

17.4 Rights of those affected

Requests for information, correction, deletion or restriction are sent to the responsible municipality or its data protection contact. Exports must be checked for identity, completeness and third-party data before handover.

18.Error Help

18.1 Common Situations

symptom	Test/measure
Menu item is missing	Check role, active fire department, module release and license status.
403 Forbidden	Check authorization, CSRF token, session and fire department association.
404 Not Found	Check URL, deployed build, route and access to the target object; unauthorized objects may intentionally appear as 404.
500 Internal Server Error	Note time, user, URL and action; Check application log and container status.
Nothing clickable after login	Clear browser cache, log in again and check delivered assets/build.
License inactive	Manual check, accessibility of license.2ab.it , check keys and IDs.
Email delivery fails	Check SMTP authentication, STARTTLS, sender approval and server log.

symptom	Test/measure
Data missing after fire department change	Check active fire brigade and technical object assignment.

18.2 Support message

- System: Dev, Demo or Production
- Build number
- Date and time
- User role – never password
- active fire brigade
- full URL
- expected and actual behavior
- Steps to repeat
- Screenshot without unnecessary personal data

Never send passwords, 2FA codes, full license secrets, SMTP passwords or private keys.

19. Operational checklists

19.1 Daily operations

- Application and database accessible
- no new critical errors
- Email delivery works
- License check successful
- Storage space sufficient

19.2 Before an update

1. Document current build and Git status.
2. Secure database and private uploads.
3. Define restore and rollback path.
4. Check migrations and dependencies in Dev.
5. Update demo and test core processes.
6. Define production windows and responsible persons.

19.3 After an update

- Health check
- Login and logout
- Fire brigade change
- Open/create person
- Open/create an insert
- Document upload and download
- Mail delivery
- License status
- Audit log
- Error logs

20.Role-related shortcuts

Task	Menu path
Create person	Human Resources > Human Resources Management
Apply for training	Personnel > Qualifications and equipment > Training applications
Approve training	Personnel > Training applications > Under review
Create deployment	Deployment & Service > Deployments > Create Deployment

Task	Menu path
Send report	Open deployment > Report > Email
Put on the radio	Technology > Devices > Radio technology
Vehicle loading	Technology > Vehicles > Vehicle loading
Check order	Organization > Orders
Change logo	Organization > Fire Department
Check license	Organization > Licenses
Manage users	Administration > Users
Import from alternative systems	Administration > Data import

Current feature status - August 2026

Role-based dashboards and deadlines

- Dashboards for central and local fire departments with active and recent incidents.
- Birthdays, special birthdays and service anniversaries with role-specific visibility.
- Vehicle monitoring for inspection, UVV, maintenance, repair and tyre DOT deadlines.
- Operational readiness monitoring for breathing apparatus and chemical protection suit wearers.

Personnel and evidence

- Ranks, promotions, appointments, functions, awards and training histories.
- Fitness and driving-licence records with expiry monitoring.
- Protected document previews and downloads with clear tenant and fire-department scope.

Incidents, activities and finance

- Incident times inherited by personnel, vehicles, equipment and material, with bulk corrections.
- Attendance confirmation for exercises, briefings and billable activities.
- Quarterly allowance matrix using real incident numbers, activity rates including zero-value activities, and A4 landscape printing.
- Authenticated alarm API with organization and site assignment.

Version This manual describes the verified product build Build.B01.cbf05b51 dated August 26, 2026.

Appendix A – Release and acceptance list

- Client and fire department structure checked
- Users and roles checked
- 2FA set up for privileged accounts
- Standard catalogs available
- Mail delivery tested
- License status of all fire departments checked
- Logo and report output checked
- Backup and restore tested
- Data protection information and AV contract available
- Appointed contact person for operations and data protection

Appendix B – Release Notes

This manual describes the verified product build cbf05b51 dated August 26, 2026. It is updated with every major functional expansion or every change to navigation, role model, data import or licensing.

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