

Savannah River Site

Standardized Work Management Reporting and Performance Indicators

Through An End User Desktop Reporting Tool



The attached user guide generally outlines the Site standardized end user desktop reporting process in place at the Savannah River Site. This reporting also delivers standardized performance indicators specific to each facility or Project.

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PRT Guide

DEBORAH ETHEREDGE

Click Me
NEW ITEMS

SRS
savannah river site

PRT
Program Reporting Tool

Metrics	Web	Exceptions	Work Center	Passport Admin	Testing
Favorites	Work Orders	Cost	Equipment	PMs	Schedule
PM Report	Work Grouping	Await/C			
D&D Status	Backgrounded WO	Weekly PI			
Work Orders	Site Maintenance	Passport Portal J			

PRT Feedback

User Guide

Visit Number: 100,512

Quit

Need PRT Program??

Visit PRT Home Page

or

Install from WinInstall

-SRS Apps-PRT (2004-06-17)

(create shortcut for desktop)



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PRT Home Page

New



From PRT

or

Shrine Savannah River Information Network Environment

Emergencies Safety Security Top Links He

prt Quick Search Fu

ACCESS
Chemicals
Clerical Tools
Communications
Councils/Committees
Counterintelligence
DCOP Topics
Div/Dept/Org Pages
DOE Topics
Engineering Topics

Financial Topics
Forms
Human Resources
Lessons Learned
Library Services
Maintenance Topics
Maintenance Info
PassPort
PRT

PRT Home Page on Shrine

Type prt & quick search
or go to Maintenance Topics/PRT

New

Favorites Folder

Favorites

Work Orders Site Maintenance Passport Portal J

PM Report Metrics Data Weekly PI

Added the Favorites Folder to allow the user to dock up to 16 programs from the main PRT screen. PRT will automatically store 6 programs you most often use. The Favorite folder will allow you to add, delete, or reorder the programs.

Search Criteria

Await/C, Backlog, CM >90, & Work Grouping

Note: being added to all programs

- Feature allows user to Save, Delete, & Retrieve saved queries for PRT programs.

Search Criteria

Facility	Resource
Type	Code
WD	CREW
	3561

Enter criteria to the input screen & click Search Criteria button

Search Criteria

Search Criteria Names

WD3561

Save Restore Delete Return

- Enter criteria name & click the Save button

Search Criteria

Search Criteria Names

WD3561

Save Restore Delete Return

- To select saved query, select Search Criteria Name & click the Restore button

- The Restore button returns back to the input screen with the saved query.

Background of PRT:

o Electronic Toolbox Goal to Deliver Comprehensive Reporting

- **PRT Desktop Delivery Tool Established 5/03**
- **Goal to Standardize Site Work Management Reporting**
- **PRT Reporting Is Real Time**

o Supplements Reporting of Data Warehouse, etc.

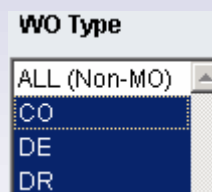
o Relies on User Feedback for Development Path

o Aimed at being flexible Project / Facility Wk Mgmt Reporting

Selecting Record Tips:

o To select multiple records from PRT program pull down list then do one of the following:

- **To select consecutive records click the first item, press and hold down SHIFT, and then click the last item.**



- **To select records that are not consecutive, press and hold down CTRL, and then click each item.**



Passport Help

Discipline Codes, Passport

A – Other
C – Construction
D – DC&S
E – Engineering
ELEC – Electrical & Instr.
F – Fab
M – Maintenance
R – R&HE
S – Specialist
T – T&T

WO Type Codes, See 1Y, 5.01

CO – Corrective Maintenance
DE – Deactivation
DR – Demolition & Removal
FI – Fix It Now Work Order
MO – Model Work Order
PD – Predictive Maintenance
PM – Preventative Maintenance
ST – Standing Work Order
SU – Supplemental
UP – Unplanned WO

Job Types, 1Y, 5.01

CM - Corrective Maintenance
TS - Tech Spec Surveillance
PE - Periodic Maintenance
PR - Predictive Maintenance
PL - Planned Maintenance
MD - Modifications
AD - Additions
OS - Other Support
OT - Operations Tickler
HM - Hazard Mitigation
DM - Dismantlement -
DR - Demolition & Removal
UF - Usage/Frequency Based Work Orders
US - Usage Based Work Orders

PRT FEEDBACK

- n Provides communication between the PRT team & our customers for future development.

The screenshot shows a web application window titled "PRT FEEDBACK". The form contains the following fields and controls:

- Request #:** 2 of 379
- Program:** PM Lookup (dropdown menu) with a checked **Bulletin Board** checkbox.
- Feedback Date:** 05/08/2003
- Feedback UserID:** x1111
- Feedback User:** John Doe
- Feedback:** Add work item list and search capability (text area)
- Assigned to:** Sue Doe
- Assigned date:** 05/08/2003
- Response:** Add work item list and search capability to PM Lookup. (text area)
- Forecast:** 02/01/2004
- Complete:** 01/12/2004
- Set Filter:** All Requests (dropdown menu)
- Sort:** Request Number (dropdown menu)
- Save** button
- Navigation buttons:** Top, Prev, Next, Bottom, Add, Delete, Print, Quit

Enter type program & feedback comment.
The Programs Group will evaluate the items periodically & provide completion information.

PRT BULLETIN BOARD

- n Provides last 60 days of PRT updates from Feedback Program.



PRT BULLETIN BOARD

New Programs / Changes
Included the Unit (Bldg. Number) on the PPER printout as requested.

Program
PPER

Completion Date
08/23/2005

Last 60 days of PRT updates

Req #	Response	Program	Complete
440	Included the Unit (Bldg. Number) on the PPER printout as...	PPER	08/23/05
441	Included the task status in the report and the prompts. I am...	PPER	08/23/05
444	Added the WO number to all messagebox prompt titles including...	PPER	08/23/05
449	First prompt now asks if there were any field added documents. ...	PPER	08/23/05
451	Added Notes Topic field on report to identify what type of...	Work Orders	08/22/05
435	Created a program to send out emails to FLMs with Work Orders in...	Await/C	08/12/05
59	Schedule Date Exception shows the exceptions between the...	PRT	08/04/05
423	Supplemental Work Order program created that shows the tree of...	Work Orders	08/04/05
436	Added ISD crews to Work Window Critique and Schedule Performance....	Weekly PI	07/29/05
430	Added ISD selection to the resource type field to PM Forecast,...	PRT	07/15/05
431	Added ISD selection to the resource type field to History, WO...	PRT	07/15/05
429	Added ISD crew field to the resource type/code to PM Lookup, PM...	PRT	07/14/05
19	Added sort by CLI# on the PM Lookup report.	PM Lookup	06/30/05

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[Print](#) [Quit](#)

View list or Print Bulletin Board Report.

Work Orders



Programs

Work Orders	Passport Hours
Worker Feedback	Work Order BOM
History	Open Work
Backgrounded WO	Condition Tags
Supplemental WO	Planned or Returned

Link

Passport Portal J



Passport Portal J Link



Click on Launch Portal/J or Run Portal/J

Passport Hours

n Users - Mechanics / FLM / Management

n Tool shows actual Passport charges to suggest TWC codes for TACS.

Report of Passport Hours

User ID OR Crew OR Facility

Week Ending Date Date Range

Week Ending Date 7 /17/2005 ?

Searches

Yes No

Report of Weekly Hours Personnel With Excessive Hours Quit

Export to Excel?

Allow 30 seconds after pressing button

? Display Desktop Guide

Week Ending Date Date Range

Start Date End Date

3 /21/2005 3 /27/2005

Date Range – enter start & end dates

Search by userid, crew or facility for week ending date or date range

Passport Hours Report

Mick Hanic		Org Code - WE14:		Crew -35		
For Week Ending 02/08/2004						
D Worked	Type	TWC	WR Num	Reg Hours	OT Hours	Job Title
02/02/2004	WPT FI AD	UAGDX	0050635 -01	70	00	GS-INSTALL LOCKS & HASPS @ NUMEROUS LOCATIONS
				70	00	
			Total for Day	70	00	Job Support 0.0 Delay 0.0
02/03/2004	HTF FI CM	UAGDX	0050239 -01	90	00	MAINTENANCE PERFORM DECON WORK ON TANKS
				90	00	
			Total for Day	90	00	Job Support 0.0 Delay 0.0
02/04/2004	HTF FI CM	UAGDX	0050239 -01	100	00	MAINTENANCE PERFORM DECON WORK ON TANKS
				100	00	
			Total for Day	100	00	Job Support 0.0 Delay 0.0
02/05/2004	HTT FI CM	UAGDX	0050239 -01	80	00	MAINTENANCE PERFORM DECON WORK ON TANKS
				80	00	
			Total for Day	80	00	Job Support 0.0 Delay 0.0
			Total for Week	340	00	Job Support 0.0 Delay 0.0

Report list TWC codes & hours for Passport WO's

Worker Feedback

- n Tool to provide communication between maintenance and planning to resolve work order issues.

Facility	Description
LWD	FTF
LWD	HTF
LWD	ETF
LWD	299
LWD	WPT

Search by project and facility.

Worker Feedback

The screenshot shows a window titled "Worker Feedback Report" with the following sections:

- Facilities:** A list of checkboxes for facility types: FTF (checked), HTF, ETF, 299, WPT, and ALL (unchecked).
- Date Range:** Two dropdown menus showing "12/1/2003" and "2/18/2004" with "Thru" in between.
- Report Comments:** Radio buttons for "w/ Planner Responses", "w/o Planner Responses", and "All" (selected).
- Worker Selection:** A yellow question mark icon next to a text prompt "Select Facility, Planner, Worker, or Responder". Below it are dropdown menus for "Planner Org Code", "Work Control Responder", and "Worker".
- Preview Report:** Two buttons: "List Feedback" and "One Comment per Page".
- Work Order Types:** Radio buttons for "PM Work Orders", "Non PM Work Orders", and "All Work Orders" (selected).
- EXIT:** A blue button.

? Display Desktop Guide

Search by facility, date range, planner, mechanic or responder.

```
00476756 - 01 LUBE/TK: FURGE
                12/03/2003 Worker: John Doe                Planner : John Smith
                THE SPLIT LOCKOUT POINT IS IN PNL-        / BKR-
>
                01/07/2004 WC Response :
                SPLT LOCKOUT POINT HAS BEEN ADDED TO THE MODEL.
```

Work Orders with Bill of Material

- Provides information for work orders with material requests.

The screenshot shows a software window titled "Work Orders with Bill of Materials". The window contains several search criteria fields and a "Run" button. The fields are:

- Facility:** A dropdown menu with "HCA" selected.
- Work Order:** A text input field with "OR" to its left.
- Resource Type:** A dropdown menu with "CREW" selected.
- Resource Code:** A dropdown menu with "ALL" selected.
- Scheduled Date Range:** Two date dropdown menus with "01/01/2005" and "03/29/2005" selected, separated by a hyphen.
- Work Order Status:** A dropdown menu with "ALL" selected.
- BM Status:** A dropdown menu with "ALL" selected.

To the right of the "Work Order" field, there is a text instruction: "Select a facility or enter a Work Order number. Then press Run to view Work Orders and Bill of Material requests." Below this instruction is an "Export to Excel" section with two radio buttons: "Yes" (unselected) and "No" (selected).

At the bottom of the window are two buttons: "Run" and "Exit".

Search by facility, work order, resource type/code, scheduled date range, WO status &/or BM status.

Work Order Lookup

– Provides information for work orders.

The screenshot shows the 'Work Order Lookup' application window. It features a search interface with the following sections:

- Search Criteria:** Fields for Facility, Area, Unit, System, Eq Type, Eq Number, Comp Type, and Comp Number, each with a dropdown menu (most set to 'ALL').
- Resource and Job Info:** Fields for Resource Type, Resource Code, WO Type, Job Type, WO Status, and Task Status, each with a dropdown menu.
- Text Fields:** Work Order Description, Task Title, Name, and Work Order Number.
- Work Against:** A dropdown menu set to 'All'.
- Range of Estimated Hours:** Two input boxes, both containing '0.00'.
- Safety Class:** A dropdown menu set to 'ALL'.
- Export to Excel?:** Radio buttons for 'Yes' and 'No'.
- Report:** Radio buttons for 'WO List' (selected) and 'Detailed'.
- Sort:** Radio buttons for 'Work Order' (selected) and 'PMID'.
- Additional Searches:** A vertical tab with a list of date range search criteria: Work Order Creation Date Range, Task Finish Date Range, Work Order Completion Date Range, Work Order Status Date, Task Early Start Date Range, Task Early Finish Date Range, WO Due Date Range, PM Deferral Approval Date, and PM Delinquent Date. Each criterion has a date range selector.
- View Work Orders with:** A list of checkboxes for: Sticky Notes, Maintenance Instructions (Tab 2), Work Instructions (Tab 5), Task History, Documents, QC Notes, and Work Standards.
- Buttons:** 'Reset Fields', 'Searches', 'Preview', and 'Quit'.

Search by facility, any part of CLI #, resource type/code, WO type, job type, WO status, task status, WO description, task title, name, work against, range of est. hours, safety class, work order #, additional searches tab &/or variety of date ranges; such as Created Date, PM Due Date, Completion, Finish Range, etc.

Search Criteria Button allows user to Save, restore or delete queries.

Work Order Lookup Cont.

– Work Order Date Searches.

Date Searches	Work Order Creation Date Range -	Task Finish Date Range -
	Work Order Completion Date Range -	Work Order Status Date -
	Task Early Start Date Range -	Task Early Finish Date Range -
	WO/PM Due Date Range -	PM Deferral Approval Date -

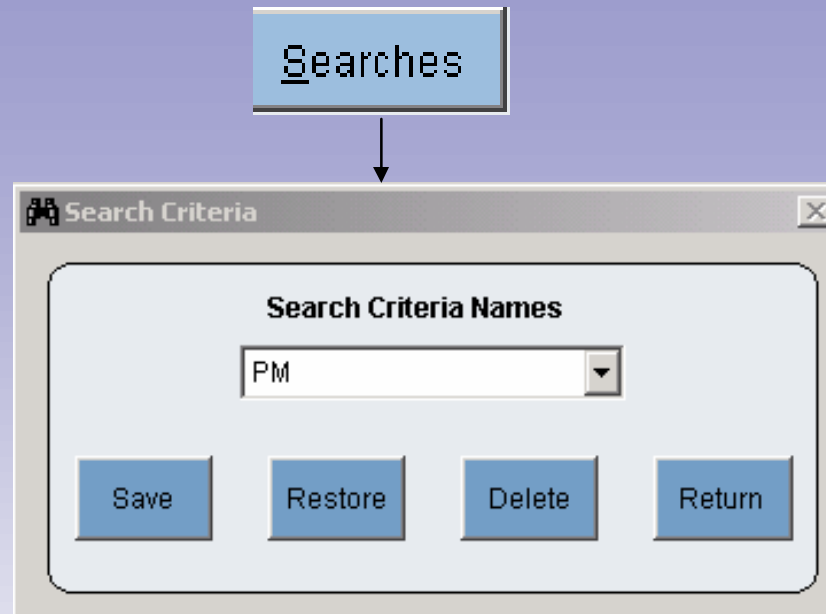
Date Search tab allows for a variety of date selections such as :
WO Creation Date, WO Completion Date, Task Early Start/Finish Date,
WO/PM Due Date, & PM Deferral Approval Date Range.

Searches

The Search Criteria Button allows user to Save queries for reports.
See next page for Search Criteria information.

Work Order Lookup Cont.

- **Search Criteria - Save, Restore, Delete Queries for Reports.**



- Save – Enter criteria on search WO search screen, enter criteria name (ex. PM), and click the Save button.
- Restore – Select previously saved criteria name & click Restore button to use.
- Delete – Select saved criteria name from Search Criteria Names & click delete.
- Return – Will return to the WO search screen.

Work Order Lookup Cont.

– Work Order Lookup Additional Searches.

Additional Searches	PM Calculation Type <input type="checkbox"/>	Work Order Planner ALL	
	Task Priority ALL	Requirement Code ALL	
	Hold Code ALL	Maint Program ALL	W/O Group <input type="text"/>
	Inspection ALL	Outage Code (Shutdown Nbr) <input type="text"/>	
	Davis-Bacon Code <input type="text"/>	Equipment Name <input type="text"/>	
	Document Number <input type="text"/>	Schedule Backlog (Work Week) <input type="text"/>	
	<input type="text"/>		

The Additional Search screen allows the user to search for the following fields: PM Calculation Type, Task Priority, Hold Code, Inspection, Davis-Bacon Code, Document Number (drawing, procedure, etc.), WO Planner, Requirement Code, Maint. Program, WO Group, Outage Codes (Shutdown number), Equipment Name, & Schedule Backlog (Work Week).

History

- Pull recent activity for Work History, Initiated/Completed Work Request & Active Condition Tags

Recent Activity/Shift Turnover

Pull Recent Activity for the below criteria:

Facility: ALL

Resource Type: ALL

Resource Code: ALL

Retrieve Recent Activity from the following date: 10/19/2005

View Work Orders with:

- Work History (includes in progress)
- Initiated Work Request
- Completed Work Request
- Active Condition Tag

Export to Excel?

Yes

No

Searches Preview Quit

Search by facility, resource type/code from a date.

Open Work

– Provides open Work Order tasks by job type and Estimated Labor Hours.

Total Open Work

Facility: BG | Resource Type: CREW | Code: ALL | Task Priority: ALL | Requirement: ALL

Step 1.) Enter a facility or resource and Click the Preview button to see a Count of Open Work Order Tasks by Job Type and a sum of their Estimated Labor Hours. Step 2.) Double Click on a number to preview the detail.

Searches

Job Type	Corrective Maintenance			Preventive Maintenance				Modifications			Other			Total
	CM	UP	MM	PE	PL	PR	OT	TS	UF/US	AD/MD	DM/DR	HM	OS	
Task Count	37	1	0	46	1	2	0	1	0	9	0	0	3	100
Estimated Hours	1000	20	0	224	4	5	0	20	0	216	0	0	82	1571

Would you like to Export to Excel: Yes No Sticky Notes

Preview Print Screen Quit

Search by facility, resource type/code task priority &/or requirement.
Double click on chart numbers to see report.

Work Order Task Open Work for 'PE' Job Type

Page 1 of 3 Pages

Date: 10/20/1

Time: 09:26:.

The ratio of 'PE' Work to Total Work is 47%

Item#	Fac	Area	Unit	WO#	WO Type	WO Stat	WOStat Date	WO Job Pri	Work Against	Task#	Task Stat	Task Stat Date	Task Pri	Safety Class	Early Start	Crew	Estimated Manhours	A	
1.	BG	N	645001	00633799	PM	ACTME	08/11/05	3B PE	E	01	READY	08/11/05	3B	GS	10/27/05	1527	5.00		
										<u>Title:</u> ANNUAL ROLLDOR INSP. <u>Task Description:</u> PERFORM ANNUAL ROLLDOR INSPECTIONS OF THE HAZARDOUS WASTE FAC.INSPECT									
2.	BG	E	643046	00633800	PM	ACTME	08/11/05	3B PE	E	01	READY	08/11/05	3B	GS	10/27/05	1527	2.00		
										<u>Title:</u> E-643046-BLDG-DOOR-21092770 INSPECT BUILDING DOOR <u>Task Description:</u> PERFORM ANNUAL INSPECTION ON ROLLDOR #1 AND #2,LOCATED 643-46E.INSPEC									

Backgrounded Work Orders

- Provides list of backgrounded work order(s) that were created from the originating work order.

Backgrounded Work Order Search

Enter the Original Work Order used and press Run

Originating Work Order

166312

Run Exit

Enter originating work order & click Run.

BACKGROUNDED WORK ORDERS

Originating Work Order	Facility	Work Order	Status	Work Order Type	Created Date	Work Order Description
00166312	FBL	00214848	CLOSED	PM	01/01/01	GSN, 1251, 12M, REPLACE DESICCANT - SOUTH I/A DRYE
	FBL	00214854	CLOSED	PM	01/01/01	GSN, 1251, 12M, REPLACE DESICCANT - NORTH I/A DRYE
	FBL	00315298	CLOSED	PM	01/01/02	*GSN, 1251, ANNUAL DESICCANT REPLACEMENT, SOUTH I/A DRYER
	FBL	00315299	CLOSED	PM	01/01/02	*GSN, 1251, ANNUAL DESICCANT REPLACEMENT, NORTH I/A DRYER
	FBL	00408787	CLOSED	PM	01/01/03	*GSN, 1251, 12M, DESICCANT REPLACEMENT, SOUTH I/A I
	FBL	00408788	CLOSED	PM	01/01/03	*GSN, 3223, 12M, DESICCANT REPLACEMENT, NORTH I/A I
	FBL	00497771	COMPLETE	PM	01/02/04	GS, 1213, 12M, DESICCANT REPLACEMENT, SOUTH I/A DR
	FBL	00497773	ACTIVE	PM	01/02/04	GS, 1213, 12M, DESICCANT REPLACEMENT, NORTH I/A DR

Condition Tag Lookup

– Provides condition tag facility information for Work Request and Work Orders.

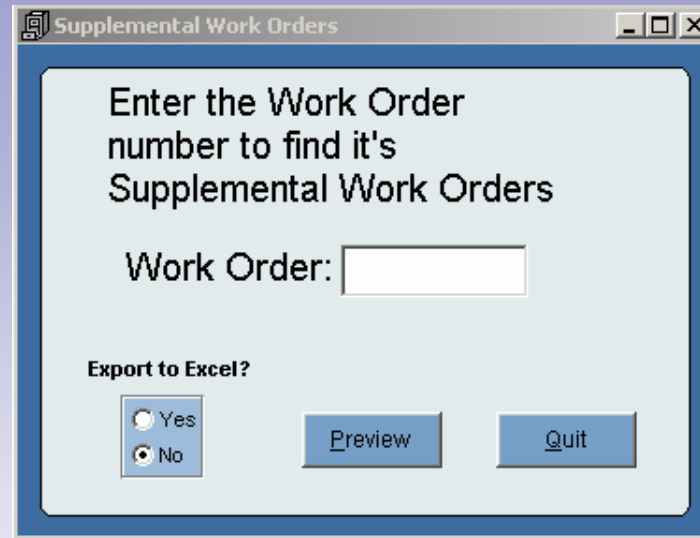
Search by facility, unit, system, tag status, work status, task finish date range, condition tag number &/or condition tag location & click Run.

HCA Condition Tag Report

Item#	Tag#	Fac	Unit	Sys	Equipment Name	Tag Location	WR/WDTitle	Tag			Task Status		
								Pri	Rem?	EC		WD/WR#	
1.	95082041	HCA	292000	ELNH	MOTORCONTROL CENTER B		GS, WIG3251, REPAIR THE TOPCENTER CABLE		N		00026942	WR	ACTIONED
2.	95082090	HCA	292000	ELNH	292H	N/A	,REPAIRSHEARED PIN ON SWITCH	3A	N		00018064	WR	ACTIONED
3.	95105505	HCA	211000	ARJ	EVAPORATOR-	292-H	REGASKET 603 COLUMN FLANGE	5A	N	GS	00466254	01	PLAN

Supplemental WO

- Provides Supplemental Work Order information for a particular Work Order Number.



The screenshot shows a window titled "Supplemental Work Orders" with a light blue border. Inside the window, the text reads: "Enter the Work Order number to find it's Supplemental Work Orders". Below this text is a text input field labeled "Work Order:". At the bottom left, there is a section titled "Export to Excel?" with two radio buttons: "Yes" (which is selected) and "No". To the right of the radio buttons are two buttons: "Preview" and "Quit".

Search by work order number

Planned or Returned

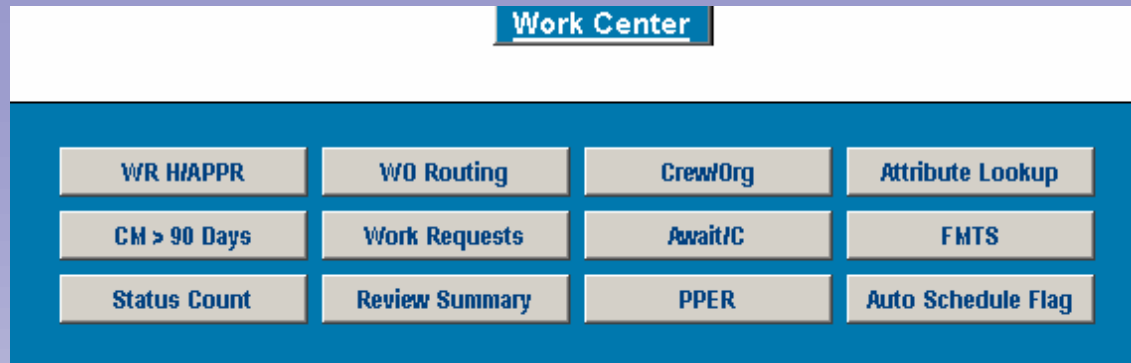
- Provides a listing of work order tasks planned and returned to planning for a specified period.

The screenshot shows a software dialog box titled "Work Order Tasks Planned or Returned to Planning". It features several input fields and buttons:

- Facility:** A dropdown menu currently set to "ALL".
- Planner:** A dropdown menu currently set to "ALL".
- Date Range:** Two date input fields with a minus sign between them, showing "09/01/2005" and "09/30/2005".
- Items Counted on Report:** Two radio button options: "Work Orders" (selected) and "Tasks".
- Report:** Two radio button options: "Planned" (selected) and "Returned to Planning".
- Export to Excel?:** Two radio button options: "Yes" and "No" (selected).
- Buttons:** "Searches", "Preview", and "Quit".

Search by facility, planner, & date range.

Work Center



WR H/Aprr – Work Request on Hold for Approval

WO Routing – Work Order Route List H/Aprr.&H/Cmpl.

Crew/Org – View discrepancies between Org. Code & Passport crew

Attribute Lookup – View WO attributes, ex.- schedule change control

CM> 90 Days – Search for CM type work orders

Work Requests – WR search for minor/non-minor maintenance

Await/C – View work orders in await/c status

FMTS – Link to Field Material Tracking System

Status Count – WO status and task status count program

Review Summary – Work Order review by facility or financial org code

PPER – Passport Electronic Record retention program for WMC's

Auto Schedule Flag – Auto Schedule Flag is unchecked on Fragnet task

Work Request on Hold for Approval

Work Requests On Hold for Approval

Facility

HTF

Select a facility and press Run to view Work Requests that are on Hold for Approval

Run Exit

Search by facility.

Note: Items in Red are older than 7 days

Work Request that are on Hold for Approval

FACILITY = HTF

Responsible Name: John Doe

Wr	Prt	Status	Status Date	Need Date	Date Enter	Task Description
00206389		H/APPR	11/04/03	//	11/03/03	REINSULATE
00215924	3B	H/APPR	01/20/04	//	01/15/04	TROUBLESHOOT EXCESSIVE NOISE ON FAN

Work Order Routing

Pre/Post Work Order Route List

Facility: ALL

Resource Type: CREW

Resource Code: ALL

Select Facility &/or Resource Type/Code and press Run to view Work Order Route List

H/APPR - Pre Work Routing

H/CMPL - Post Work Routing

Display Entire Route List

Run Exit

Search by facility, resource type/code for H/Appr or H/Cmpl work orders.

Work Orders that are on Hold for Approval

Note: Items in Red are older than 7 days

FACILITY = FTF

Responsible Name: John Doe

WO	Type	Priority	Status	Status Date	Date Enter	Description
00499418 - 04	CO	3B	ACTIVE	02/10/04	01/07/04	PLATE COVERS

Crew/Org

Org Code / Crew Discrepancy Report

First Line Manager Org Code / Crew Discrepancy Report

This report shows only the Discrepancies between the HR Financial Org Tables and the Passport Crew Tables. If mechanics show up under a Passport Crew assigned to a FLM, but their Org Code Manager is different (or the reverse is true) these crews/orgs need to be reconciled. Maintenance Management is responsible for contacting HR to correct Financial Org problems; The Passport SME's can correct Passport Crews with Input from Maintenance Management.

Preview

Show discrepancies between org tables & Passport crew tables

First Line Manager Org Code / Crew Discrepancy Report

FLM- S2222 First Line Manager

Org Code Mechanics	Crew Mechanics
WD2680 ELECTRICAL D&D	
W1111 John Doe	
X1111 Sue Doe	

CM > 90 Days Old

Work Orders Greater than 90 Days Old

Facility: HTF
Resource Type: CREW
Code: ALL
Days Old: 90
W/O Type: ALL
Work Order Status: ACTIVE
Priority: ALL

Select a Facility and press Run to view Work Orders that are Greater than 90 Days old. Sorted by Date Entered. Or select your own search criteria.

Excludes Work Order Types "PM,MO" and Job Types "PE,PL,PR,TS,MD,AD"

Search by facility, resource type/code, #days old, WO type/status & priority.

Facility - 'HTF'

Work Orders Older than 90 Days 02/25/04

Work Order	Crew	Priority	Date Enter	Work Order Description	Early Start Date	Work Order Status	Status Date	Days Old
00138310	3534	3B	04/03/00	IMPLEMENT J-DCP-H-99 FOR TK	03/04/04	H/APPR	02/24/04	1423
00290614	3521	3B	09/26/01	PS- COMPRESSOR	11/04/03	ACTIVE	10/10/03	862
00329070	1522	3B	02/21/02	PS REPLACE PUMP REAR SEAL LEAKING OIL	//	ACTIVE	03/21/02	734

Work Request Lookup

The screenshot shows a 'Work Request Lookup' window with the following fields and options:

- Facility: ALL (dropdown)
- Area: (empty text box)
- Unit: (empty text box)
- System: ALL (dropdown)
- Eq Type: (empty text box)
- Eq Number: (empty text box)
- Work Item Number: (empty text box)
- Comp Type: (empty text box)
- Comp Number: (empty text box)
- UTC Number: (empty text box)
- Work Request Number: (empty text box)
- Created Date Range: (empty date range)
- Job Type: ALL (dropdown menu with options: AD, CM, DM, DR, HM, MD, MM, OS, OT, PE, PL)
- Work Request Status: ALL (dropdown menu with options: ACTIONED WORK REQL, APPROVED WORK REQL, AWAIT/C READY FOR, CANCEL WORK REQL, COMPLETE WORK REQL, H/APPR HOLD FOR A, MINOR MINOR MAIN, ORIG WORK REQL, RETURNED RETURNED)
- Buttons: Preview, Quit

Search for all Work Request types (minor/non-minor maintenance)

WORK REQUESTS

Facility = HTF, System = HVAC, Job Type = ALL WR Status = ACTIONED, APPROVED, AWAIT/C, H/APPR, ORIG

WORK REQUEST	WR STATUS	CREATED DATE	WR TYPE	JOB DESCRIPTION	ACT HOURS	WORK AGAINST	CLI/LOCATION/NAME/UTC
00001490	ACTIONED	01/26/1999	CM	ROOM HUMIDIFIER	0.0	E	HG- 100-HVAC-
00217454	H/APPR	01/30/2004	CM	NOISE AND FAN NOT OPERATING	0.0	E	HL- 011-HVAC-
00220145	ACTIONED	02/23/2004		T/S AIR HANDLING UNIT #1-	0.0	E	HL- 002-HVAC-
00220188	APPROVED	02/23/2004		T/S AIR HANDLING UNIT #1-	0.0	E	HL- 002-HVAC-

Work Orders in Await/C Status

Work Orders in Await/C Status

Facility
HTF

Resource Type
CREW

Code
ALL

Searches

Select Facility or Crew .
Press Run to view report.

Run

Exit

Yes No
Export to Excel?

Search by facility &/or crew

WORK ORDERS IN AWAIT/C STATUS

December 8, 2004

Page 1 of 7

HTF	Status Date	Type	WO Title	ORIG WO	Task FINISHED by	Phone/Beeper
1220			SHOP CONTAMINATION HUT	- FLM-	John Doe	7-0000/10000
	11/08/04	FI	0056605		Sue Doe	5-0000/11111
			GS 1220 FAB SLEEVES FOR FRAME,			

Work Order/Task Lookup by Attribute

Work Order/Task Attribute Look Up

Work Order/Task Look Up by Attribute Name

Facility: Attribute Name:

Last Updated Date From: Last Updated Date To:

Search by facility, attribute name & date range.

Facility - KL

DEFERRAL APPROVAL DATE

Work Order	Task	Title	Code	Last Update	Employee
00417634	(GS)	MAIN(NORMAL) BUS	200	12/18/03	Smith
00417633	(GS)	EMERGENCY BUS	2003	12/18/03	Jones
00419423	(GS)	PM NEP- (ALL) CALIBRATE	2003	12/18/03	Doe

Status Count

- Provides count and detailed work order information for Work Orders and various tasks.

The screenshot shows a software window titled "Status Count". It contains instructions, filter options, and a data table.

Instructions:
1. Enter select criteria to see a Count of Work Order and Tasks for each Work Order Status /Task Status and Press Get Data.
2. Double Click on a number to preview the detail.

Export to Excel:
 Yes
 No

Print Screen
Get Data

WO = Total Number of Work Orders Task = Total Number of Work Order Tasks

Facility: FTF
Resource Type: CREW
Code: ALL
WO Type: ALL
Job Type: ALL

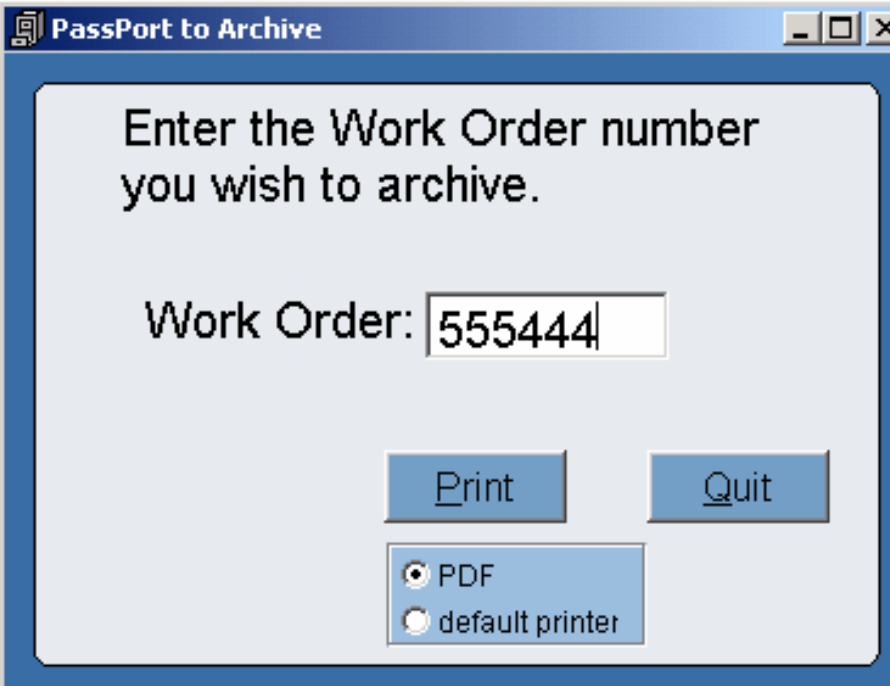
WOSTATUS	WO	TASK	HAPPR	PLAN	READY	RETURNED	WORKING	FINISHED	APPROVED
ACTIVE	384	579	6	5	101	6	112	62	287
AUTHORZD	1283	1441							1441
AWAITC	21	22						22	
HAPPR	31	60	49	9		1			1
HCMPPL	57	73						73	
PLAN	73	126		106		20			

Quit

Search by facility, resource type/code, WO type &/or job type.

PassPort Electronic Records (PPER)

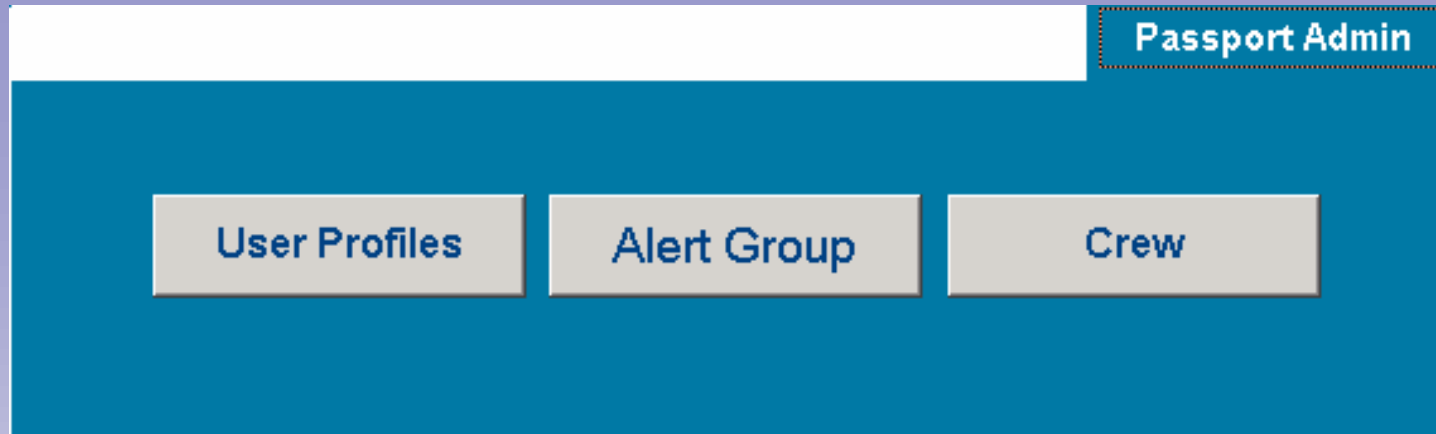
- Tool used to electronically validate that the work package have all the components and a table of contents to be attached and sent for permanent record. PPER Electronically combines PassPort information with work package information to form a comprehensive work package record.



The screenshot shows a window titled "PassPort to Archive" with a light blue border. Inside the window, the text "Enter the Work Order number you wish to archive." is displayed. Below this text is a text input field containing the number "555444". To the right of the input field are two buttons: "Print" and "Quit". Below these buttons is a radio button group with two options: "PDF" (which is selected) and "default printer".

Search by work order number

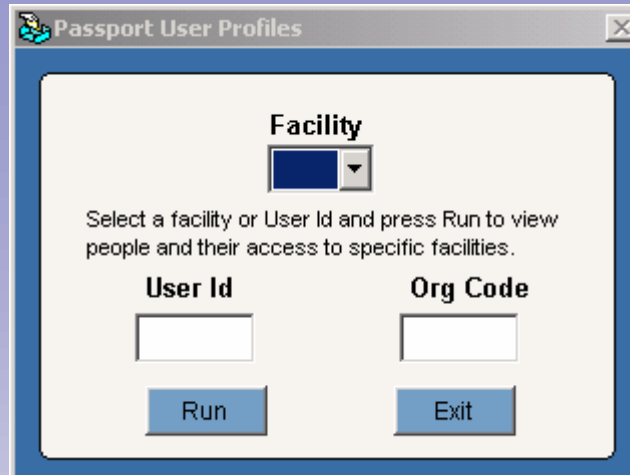
Passport Admin



Users – Mainly SME's (Subject Matter Experts)

- | | |
|----------------------|-------------------------------|
| User Profiles | – Passport facility profiles |
| Alert Group | – Passport route list members |
| Crew | – Passport crew list members |

User Passport Profile



Passport User Profiles

Facility

Select a facility or User Id and press Run to view people and their access to specific facilities.

User Id

Org Code

Run

Exit

Search by facility to view Passport profile

Facility - FTF							
02/19/04							
Userid	Name	Default Facility	Org	Bldg	Phone	Status	Profile
X2222	Doe, John	FTF	WE2111	100	8-8888	ACTIVE	APPROVERS DEFAULT
X3333	Doe, Sue	WPT	WE1520	100	S-SSSS	ACTIVE	DEFAULT ENGINEER

Alert Groups

- n Alert Groups – Provides list of Passport members in Alert Groups.

Alert Group Report

FACILITY: All, Reset, 299, BAL, BG, CIF, CLB, CON, E3S, ER, ETF, FBL

ALERT GROUP: Reset, 232OPS, 233OPS, 234OPS, 235 GCO, 235 OPS, 235 PRV, 235 RCO, 235DEACSPT, 235DIESEL, 235ELEC

USERID: Reset, A0144, A0555, A1824, A1903, A1935, A1973, A2240, A2263, A2288, A2320

Export to Excel? Yes No Report Quit

Search by facility, alert group or userid.

ALERT GROUP REPORT FOR FACILITY FTF

```
*****  
Alert Group: FTF WC  
Alert Group Description: FTF WORK CONTROL  
First name      Last name      Userid  
John            Doe            X1111  
Sue             Doe            X2222  
*****
```

Crew

Passport Crew Report

FACILITY: BAL, BG, CLB, E3S, ER, ETF, FBL, FCA, FDD, FTF

CREW: 1120, 1121, 1122, 1132, 1202, 1211, 1213, 1220, 1221, 1222

USERID: A0262, A0537, A1973, A2103, A2353, A2697, A2704, A3061, A5615, A6719

ORG CODE: E5200, E5280, E5281, E5284, E5285, E5286, E5287, E5290, E5293, E5294

Buttons: Report, Quit

Search by facility, crew, userid or org code for Passport crew report

PASSPORT CREW REPORT FOR FACILITY - HTF

Crew: 1521 Crew Description: MECHANICAL

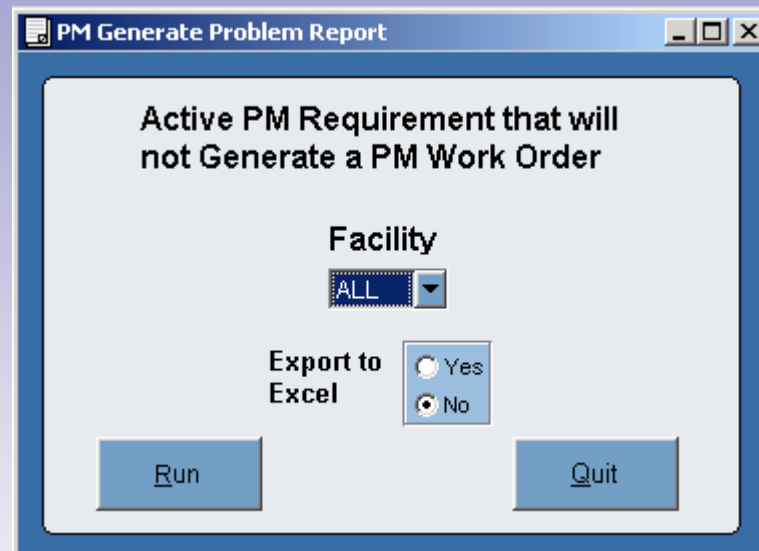
First Line Manager: Frank Line Manager's Org: WEA200

Mechanic	Employee Org	Userid	Job Class	Discipline
Hanic, Mick	WEA210	E0000	MECH	E
Doe, John	WEA210	A0000	MECH	A

○

PM Generate Problem Report

Provides PMID numbers for active PMs with no model work order assigned and Auto Trigger field Yes/No indication from Passport. This report will provide PMIDs that will not generate PMs due to these problems.



Search by facility

PM Requirements with No Model Work Order Assigned for Facility 'KL '

Facility	Pmid	Pm Req	Title	Due Date	Freq	Freq Days	Calc Type	Cat Code	Alert Gourp	Auto Trigger
KL	00051934	01	INSPECT HOT WATER HEATER	06/01/03	5Y	1,826	C	PM	PMKL	N
KL	00049112	01	INSPECT REPLACE HOSES	08/01/03	007	365	C	PM	PMKL	N

Estimated vs. Actual

- n Estimate and Actual Hours Accuracy Report – Provides a PM model work order average of Actual/Estimated hours with % variance.

Estimate and Actual Hours Accuracy Report

Enter Select criteria to view Work Order Estimate and Actual Hour data.

To view PM Model Work Order Estimates, an average of their Actual hours and a median of their Actual Hours, select facility and/or planner, percentage variance and W/O Type "MO", press Run.

Facility: ALL | Resource Type: CREW | Resource Code: ALL | WO Type: ALL | Job Type: ALL | Planner: ALL

Complete Date From: 06/24/2004 | Complete Date To: 08/23/2004 | Percentage Variance >= 0

Run | Exit

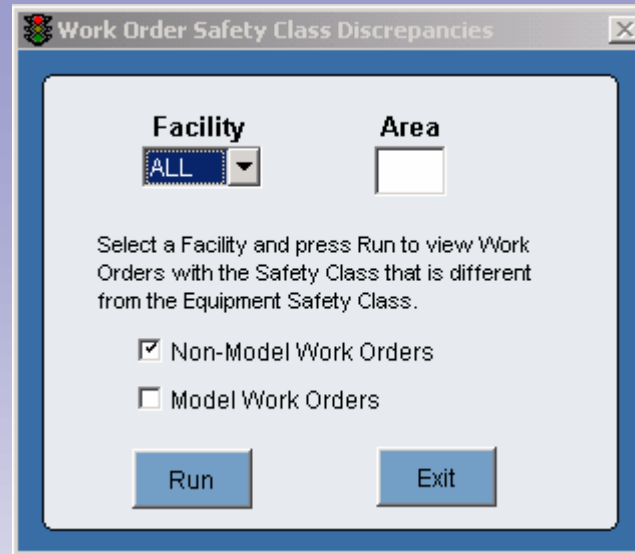
Search by facility, resource type/code, WO type, job type, planner, date range & % variance.

PM Hours Accuracy Report
For Facility FIF By Planner
With a 20 Percent or Greater Variance
between the Median of Actual Hours

Planner	Model Number	Task	Work Order Count	Crew	Estimated Hrs	Avg. of Actual Hrs	Median of Actual Hrs	Percent Variance
John Doe	00016624	01	5	3531	3	5	4	25
	00016625	01	4	3531	2	20	17	88

Safety Classification Exception Report

- Tool provides work order list when the WO FC & Equipment SC don't match.



Work Order Safety Class Discrepancies

Facility: ALL
Area:

Select a Facility and press Run to view Work Orders with the Safety Class that is different from the Equipment Safety Class.

Non-Model Work Orders
 Model Work Orders

Run Exit

Search by facility, area, non-model &/or model work orders.

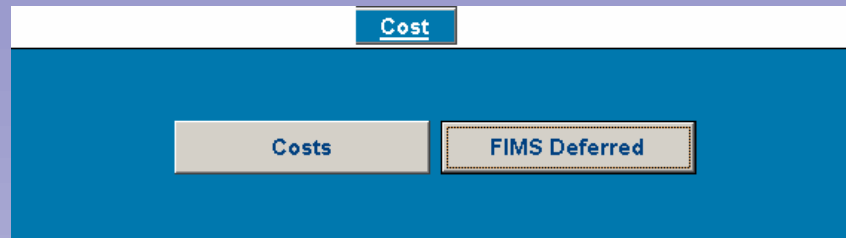
SAFETY CLASS DISCREPANCY REPORT

August 23, 2004 10:58:06

Page 1 of 1

Item#	WO#	Job Type	Task Title	CLI	Status	Pri	Equipment Name	Functional Class	
								WO	EQ
1.	00420571-01	CM	REPAIR/REPLACE #4 ROLL-UP DOOR CONSTRUCTION SIDE (SOUTH END)	FHG FG 7 17000 BLDG X X DOOR 4	PLAN	4	DOOR - ROLL UP HIGH BAY NO. 4	GSN	GS
2.	00422960-01	CM	WG 3203, REPLACE LAPTOP COMPUTER FOR 717-F HVAC CONTROLS	FHG FG 7 17000 BLDG X X WALL WALLS	APPROVED	5B	WALLS - BLDG 717-F WALLS	GSN	GS

Costs



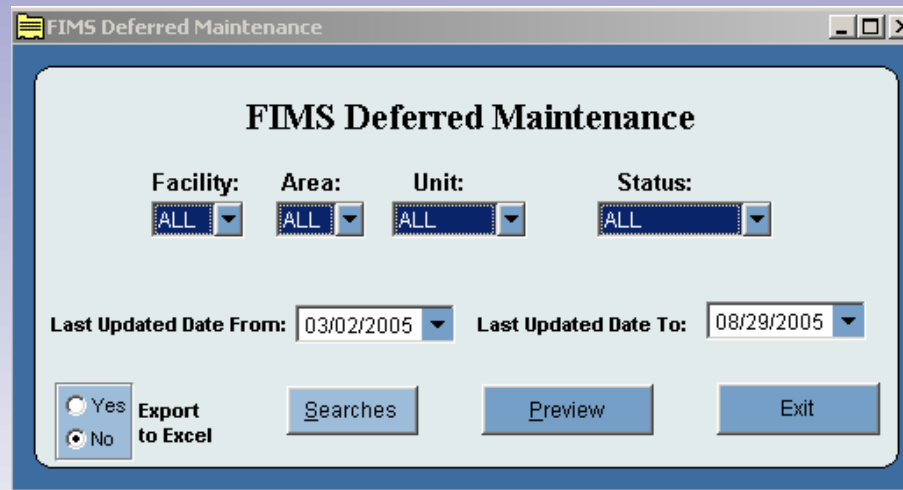
n System Costs -Provides labor and material costs for a system, building, WI list, CLI # or System Summary for facilities.

A screenshot of a search criteria form. The form has several input fields and dropdown menus. At the top, there are labels for 'Facility', 'Area', 'Unit', 'System', 'Eq Type', and 'Eq Number'. Below these are corresponding input fields: a dropdown menu for 'Facility' with 'HTF' selected, empty text boxes for 'Area' and 'Unit', a dropdown menu for 'System' with 'HVAC' selected, and empty text boxes for 'Eq Type' and 'Eq Number'. Below these are labels for 'Work Item Number', 'Comp Type', and 'Comp Number', with empty text boxes for each. Below these are labels for 'Task Title' and 'WO Type', with an empty text box for 'Task Title' and a dropdown menu for 'WO Type' with 'ALL' selected. Below these are labels for 'Date Range', with two dropdown menus showing '10/20/2003' and '10/19/2004' separated by a minus sign. To the right of the date range is a blue button labeled 'Search Criteria'. At the bottom left, there is a 'Report' section with two radio buttons: 'Cost' (selected) and 'System Summary'. To the right of the report section are two blue buttons: 'Preview' and 'Quit'.

Search by facility, area, unit, system, equip. type, equip. number, comp type, comp. number, work item number, task title, wo type, & or date range.

FIMS Deferred Maintenance

n **FIMS Deferred-** To find the amount of FIMS Deferred Maintenance



The screenshot shows a window titled "FIMS Deferred Maintenance" with a search interface. It includes four dropdown menus for "Facility:", "Area:", "Unit:", and "Status:", all currently set to "ALL". Below these are two date dropdowns: "Last Updated Date From:" set to "03/02/2005" and "Last Updated Date To:" set to "08/29/2005". At the bottom left, there are radio buttons for "Yes" and "No" next to the text "Export to Excel". To the right of the radio buttons are three buttons: "Searches", "Preview", and "Exit".

Search by facility, area, unit, status &/or last updated date from or to:

Searches – allow user to save, delete & retrieve queries.

Equipment

n **Equipment** - Provides equipment record details.

The screenshot shows a web-based interface for equipment lookup. At the top, there is a navigation bar with a tab labeled 'Equipment'. Below this, there are five buttons: 'Equipment', 'Equipment Status', 'System Reliability', 'D&D Status', and 'System Health'. The main content area is a 'Equipment LookUp' window. It contains several input fields and dropdown menus for search criteria: Facility (HTF), Area, Unit, System (HVAC), Eq Type, Eq Number, Comp Type, Comp Number, UTC, Eqpt Group, Eq Description, Equip Status (ACTIVE), Safety Class (ALL), Manufacturer, and Model. There are also checkboxes for 'Include Drawing Numbers' and 'Include Parameters'. A 'Search Criteria' button is located below the input fields. At the bottom of the window, there are 'Preview' and 'Quit' buttons.

Search by any part of the CLI#, UTC, equipment status, safety class, manufacturer & model. Search Criteria – allow user to save, delete & retrieve queries.

Equipment Report

Page 1 of 45

10/19/04

Facility = 'HTF', System = HVAC, Equipment Status = 'ACTIVE', Safety Class = 'ALL',

1 Cli : HTF - HA - 299000 - HVAC - DMP - 6106 - -

Equipment Description : TRUCKWELL EXHAUST FAN #10 DISCHARGE DAMPER

Facility: HTF Safety Class: PS Manufacturer Code :

Model Num:

Equipment Status: ACTIVE Equipment Component Tag: 0000448083 CLI MOVED TO 299 Equipment Number: 6106

IDP: 26962126

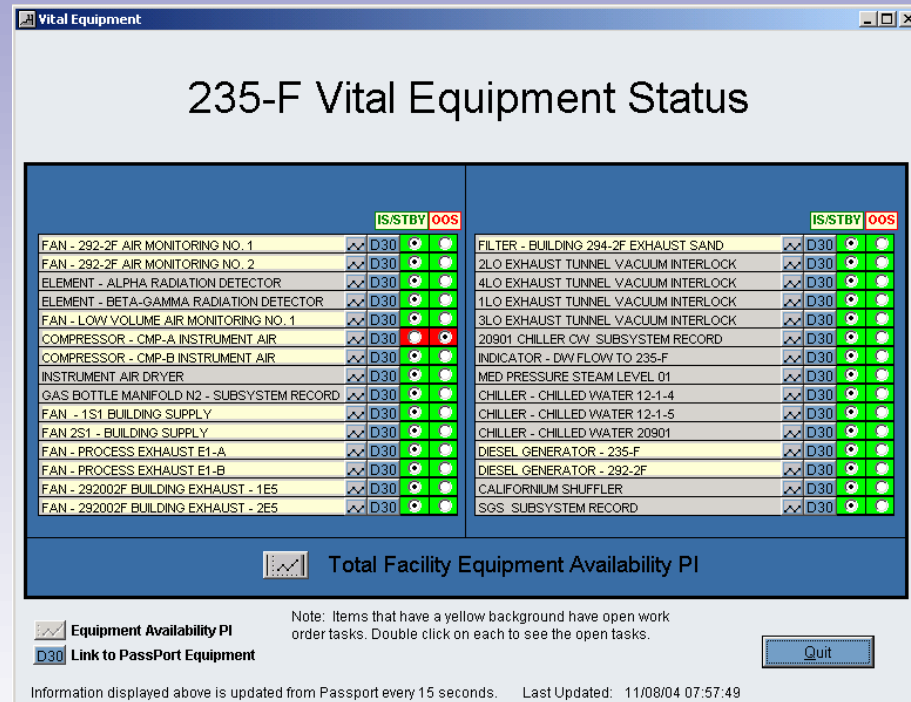
System: HVAC

AREA: HA


UTC:


Equipment Status


- n **Equipment Status** - Provides equipment status tracking and monitoring of vital equipment.




	IS/STBY	OOS		IS/STBY	OOS
FAN - 292-2F AIR MONITORING NO. 1	D30	●	FILTER - BUILDING 294-2F EXHAUST SAND	D30	●
FAN - 292-2F AIR MONITORING NO. 2	D30	●	2LO EXHAUST TUNNEL VACUUM INTERLOCK	D30	●
ELEMENT - ALPHA RADIATION DETECTOR	D30	●	4LO EXHAUST TUNNEL VACUUM INTERLOCK	D30	●
ELEMENT - BETA-GAMMA RADIATION DETECTOR	D30	●	1LO EXHAUST TUNNEL VACUUM INTERLOCK	D30	●
FAN - LOW VOLUME AIR MONITORING NO. 1	D30	●	3LO EXHAUST TUNNEL VACUUM INTERLOCK	D30	●
COMPRESSOR - CMP-A INSTRUMENT AIR	D30	●	20901 CHILLER CV SUBSYSTEM RECORD	D30	●
COMPRESSOR - CMP-B INSTRUMENT AIR	D30	●	INDICATOR - DW FLOW TO 235-F	D30	●
INSTRUMENT AIR DRYER	D30	●	MED PRESSURE STEAM LEVEL 01	D30	●
GAS BOTTLE MANIFOLD N2 - SUBSYSTEM RECORD	D30	●	CHILLER - CHILLED WATER 12-1-4	D30	●
FAN - 1S1 BUILDING SUPPLY	D30	●	CHILLER - CHILLED WATER 12-1-5	D30	●
FAN 2S1 - BUILDING SUPPLY	D30	●	CHILLER - CHILLED WATER 20901	D30	●
FAN - PROCESS EXHAUST E1-A	D30	●	DIESEL GENERATOR - 235-F	D30	●
FAN - PROCESS EXHAUST E1-B	D30	●	DIESEL GENERATOR - 292-2F	D30	●
FAN - 292002F BUILDING EXHAUST - 1E5	D30	●	CALIFORNIUM SHUFFLER	D30	●
FAN - 292002F BUILDING EXHAUST - 2E5	D30	●	SGS SUBSYSTEM RECORD	D30	●

 Total Facility Equipment Availability PI

 Equipment Availability PI Note: Items that have a yellow background have open work order tasks. Double click on each to see the open tasks.

 Link to PassPort Equipment

Information displayed above is updated from Passport every 15 seconds. Last Updated: 11/08/04 07:57:49

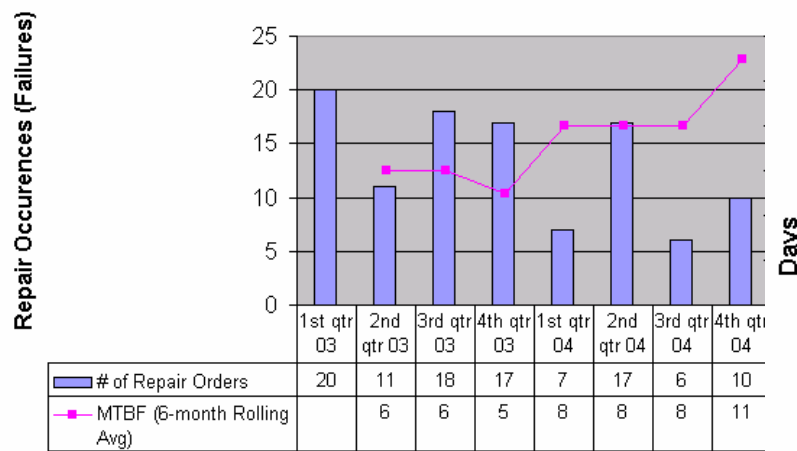
Search by facility. Updated from Passport every 15 seconds. Items with yellow background have open work order tasks. Double click to see open tasks.  icon shows the Equipment Availability Performance Indicator. V35 is the only Facility utilizing this program but other facilities are encouraged to join. Please let us know via Feedback.

Equipment System Reliability

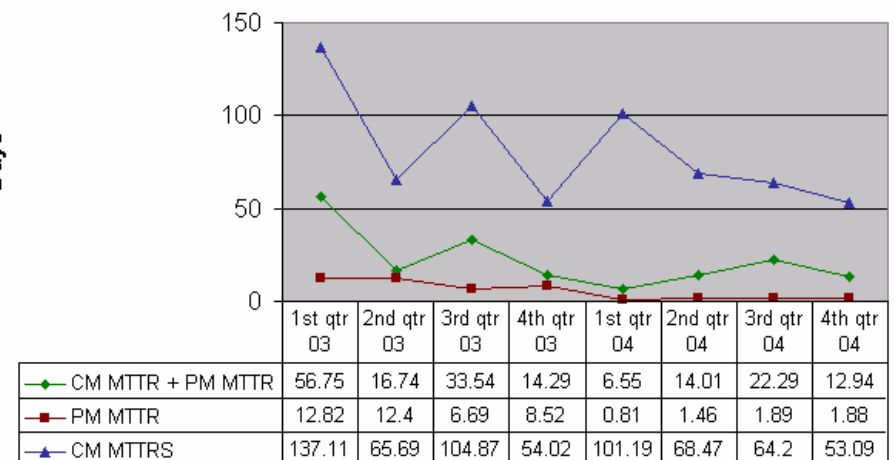
- n **System Reliability** - Provides system reliability for equipment by facility and system.

Search by facility and system

"HVAC" - System Reliability



"HVAC" - System Maintainability



D&D Equipment

The screenshot shows a software window titled "D&D Equipment Status". The window contains several input fields and a dropdown menu. At the top, there are six text boxes labeled "Facility", "Area", "Unit", "System", "Eq Type", and "Eq Number". The "Facility" box contains the text "FTF". Below these is a section for "Equip Status" with a dropdown menu currently showing "ACTIVE". To the right of the dropdown is a yellow box containing a question mark "?". Further right are two more text boxes labeled "Comp Type" and "Comp Number". Below the dropdown menu is a radio button group for "Export to Excel?" with "Yes" and "No" options, where "No" is selected. At the bottom of the window are two large blue buttons labeled "Preview" and "Quit".

Check equipment records for active UTC configurations, member of Equipment List, active PMs/Work Orders/Work Requests

D&D Reports

D&D Equipment Status - Summary

Facility = FTF, System = HVAC, Equipment Status = 'ACTIVE'

Total CLIs	CLIs with Issues	Active				
		UTC	Equip List	PM	WO	WR
18	7	0	0	0	11	0

D&D Equipment Status

Facility = FTF, System = HVAC, Equipment Status = 'ACTIVE'

CLI	Equipment Name	Equip Status	Active			
			UTC List	PM	WO	WR
241018 HVAC AHU 2	AIR HANDLING UNIT	ACTIVE 02/10/00				2
241018 HVAC CDU 2	AIR COOLED CONDENSER UNIT	ACTIVE 02/10/00				2
241018 HVAC HCL 2	DUCT ELECTRIC HTG COIL	ACTIVE 02/10/00				1
241018 HVAC AHU 1	AIR HANDLING UNIT	ACTIVE 02/10/00				2
241018 HVAC CDU 1	AIR COOLED CONDENSER UNIT	ACTIVE 02/10/00				2
241018 HVAC HCL 1A	DUCT ELECTRIC HTG COIL	ACTIVE 02/10/00				1
241018 HVAC HCL 1B	DUCT ELECTRIC HTG COIL	ACTIVE 02/10/00				1

D&D Additional Reports

Facility	Area	Unit	System	Eq Type	Eq Number
INF	M				
Equip Status				Comp Type Comp Number	
ACTIVE DELETED DESIGN INACTIVE NONEQUIP REMOVED RETIRED			?		
Additional Reports					
<input type="radio"/> UTC <input type="radio"/> Equipment List <input type="radio"/> PM <input type="radio"/> Work Order <input type="radio"/> Work Request					

Select type of report needed from Additional Reports grouping.

D&D Equipment with Open Work Orders

Facility = INF, Area = M, Equipment Status = 'DESIGN','ACTIVE'

CLI						Equipment Name	Equip Status	Work Order Number
INF	M	315000	HVAC	ACU	HP#1	TRANE 15 TON HEAT PUMP	ACTIVE	05/23/02 00354519
INF	M	315000	HVAC	ACU	HP#2	TRANE 15 TON HEAT PUMP	ACTIVE	05/23/02 00354516
INF	M	315000	CA	CMP	AIRCOMP	ATLAS COPCO AIR COMPRESSOR	ACTIVE	05/23/02 00354500
INF	M	315000	CA	CMP	AIRCOMP	ATLAS COPCO AIR COMPRESSOR	ACTIVE	05/23/02 00354509
INF	M	315000	CA	CMP	AIRCOMP	ATLAS COPCO AIR COMPRESSOR	ACTIVE	05/23/02 00357397
INF	M	315000	CA	CMP	AIRCOMP	ATLAS COPCO AIR COMPRESSOR	ACTIVE	05/23/02 00494456

Preventive Maintenance

- n **PM Tab - Provides Preventive Maintenance record details, forecast, delinquencies, PM credit report & active deferred PM listing.**



PM Report

n **PM Report - Provides a list of future and current delinquencies.**

Search by facility, resource type/code, PM Category & delinquent/due date.

PMS that will be Delinquent on 12/31/04

Page 1 of 1 Pages

12/08/04

WO#	Resource Type/Code	WO Status	Date	Wo Description	Freq	Unit	UOM	Setup Date	Due Date		
Building	PM ID/RQ	WOFC	EQFC	Wo Tsk Description	Early Start	Early Finish	Latest Date	Del Date			
CLI#		Job Type		OSR/TSR FlagRME/PI Indicator Schedule Backlog/Group	Calc Type	TS	Crew Start	Crew Finish	Defrl Aprvl Ext Date		
Facility:FTF											
1	00545274	CREW	3531	ACTIVE	08/01/04	VERIFY DILUTION FACILITY INHIBITED WATER PH	12M	12	MO	07/20/04	09/18/04
	241107	00019703	0001	GS	GS	VERIFY DILUTION FACILITY INHIBITED WATER PH		//	//	12/18/04	12/18/04
	FTF-FL-241107-4W-AIT-6052--			PE		CANC /		C	//	//	//

PM Lookup

The screenshot shows the 'PM Lookup' application window. It features a grid of search filters and options. At the top, there are dropdown menus for Facility, Area, Unit, System, and Eq Type, all set to 'ALL', followed by an empty text field for Eq Number. Below this are sections for PM Status (set to 'ACTIVE'), Comp Type, Comp Number, and Date Range (set to '//' and '07/11/2015'). Further down are filters for PM Freq (set to 'ALL'), Eqt Description, PM Identifier (set to 'ALL'), and UTC Number. The next row includes PMID Number, Eqt Group, Resource Type/Code (set to 'CREW'), PM Cat (set to 'ALL'), and Maint Pgm (set to 'ALL'). Below these are Work Item Number, Work-Group (set to 'WFCANREC'), and a 'Usage Based' checkbox. At the bottom left, there are radio buttons for 'Export to Excel?' (set to 'No') and 'Sort' options: 'Fac+PMID' (selected), 'Fac+ Due', and 'CLI'. On the bottom right, there are buttons for 'Searches', 'Preview', 'Quit', and 'Reset Fields'.

Search by any part of the CLI#, PM status, frequency, equipment group (HEPA), crew, resource type/code, PM identifier, UTC#, PMID#, Work Item#, PM Cat, Maint Program & date range. Report can be sorted by facility & PMID, facility & Due Date or CLI#.

PM Lookup Reports

Equipment

02/19/04

PM Report

Facility = FTF, System = DW, PM Status = ACTIVE, PM Identifier = E

Cli : FTF - FL - 241018 - DW - VSL - 21898709 - - **Equipment Description :** HOT WATER HEATER **EqptGrp:**
Pmid: 00037219 **Pmreq:** 01 **Pmreq Status:** ACTIVE **Calc:** C **Frq:** 60 MO **Alertgrp:** PMFTF **SC:** GS **AREA:** FL **Procedure:**
Pm Identifier: E **Pm Title:** VSUAL EXTERNAL INSPECTION **Earlydate:** 01/30/07 **Duedate:** 05/01/07 **Delinquent date:** 07/31/07
System: DW **Last Completed WO:** 00323533 **Last Completed Date:** 05/08/02 **Generated WO:** **Tasks Open:** 00 **UTC:** **UTC Stat:**
Work Item List : **Equipment List Nbr:**
Modelwo: 00129143 **MOWork Desc.** VSUAL EXTERNAL INSPECTION **Drop Status:** PLAN **Planner:** W3439
Task: 01 VSUAL EXTERNAL INSPECTION **WG:** 1531

Cli : FTF - FL - 241028 - DW - PSV - 21898805 - - **Equipment Description :** TP WATER HEATER **EqptGrp:**
Pmid: 00035875 **Pmreq:** 01 **Pmreq Status:** ACTIVE **Calc:** C **Frq:** 60 MO **Alertgrp:** PMFTF **SC:** PS **AREA:** FL **Procedure:**
Pm Identifier: E **Pm Title:** BENCH TEST PSV **Earlydate:** 10/02/04 **Duedate:** 01/01/05 **Delinquent date:** 04/02/05
System: DW **Last Completed WO:** 00277473 **Last Completed Date:** 03/19/02 **Generated WO:** **Tasks Open:** 00 **UTC:** **UTC Stat:**
Work Item List : **Equipment List Nbr:**
Modelwo: 00108917 **MOWork Desc.** REPLACE PSV AT 241028F **Drop Status:** PLAN **Planner:** W3439
Task: 01 REPLACE PSV AT 241028F **WG:** 1531
Task: 02 BENCH TEST PSV FOR USE AT 241028F WATER HEATER **WG:** 1754

PM Lookup Reports

UTC

02/19/04

PM Report

Facility = FTF, PM Status = ACTIVE, PM Identifier = U

UTC: 0000209042

CF: FTF - - - - -

Equipment Description :

EqptGrp:

Pmid: 000174 Pmreq: 01 Pmreq Status: ACTIVE Calc: C Frq: 60 MD Alertgrp: PMFTF SC: AREA: Procedure:
Pm Identifier: U Pm Title: PM & CALIBRATE BREAKER Earlydate: 01/31/06 Duedate: 05/01/06 Delinquent date: 07/30/06
System: Last Completed WO: 00214300 Last Completed Date: 07/23/01 Generated WO: Tasks Open: 00 UTC: 000020. UTC Stat: FITTED
Work Item List: : Equipment List Nbr:
Modelwo: 00087864 MOWork Desc: PM & CALIBRATE BREAKER Drop Status: PLAN Planner: W8439

Task: 01 PM & CALIBRATE BREAKER WG: 3406

Work Item

02/19/04

PM Report

Facility = FTF, PM Status = ACTIVE, PM Identifier = W

WI: 241053 AIR FILTER

Pmid: 00024839 Pmreq: 01 Pmreq Status: ACTIVE Calc: C Frq: 3 MO Alertgrp: PMFTF SC: AREA: Procedure:
Pm Identifier: W Pm Title: CHECK AIR FILTER AT 53-F Earlydate: 01/02/04 Duedate: 02/01/04 Delinquent date: 03/02/04
System: Last Completed WO: 00469335 Last Completed Date: 11/05/03 Generated WO: 00491809 Tasks Open: 00 UTC: UTC Stat:
Work Item List: 241053 AIR FILTER: AIR FILTER ON THE TEMPORARY AIR MANIFOLD OUTSIDE COMPRESSOR HOUSE WEST END Equipment List Nbr:
Modelwo: 00044197 MOWork Desc: CHECK/INSPECT AIR FILTER AT 53-F Drop Status: PLAN Planner: W8389
Task: 01 PS CHECK/INSPECT AIR FILTER AT 53-F WG: 1531

PM Forecast

PM Forecast

Resource

Facility: ALL | Type: CREW | Code: ALL | Maint Prog: ALL | End Date: 3/31/2006

An Excel spreadsheet with Total, 'Discipline', and Crew estimated hours for each month until the End Date will appear. The individual PM schedule records are shown on the second sheet for each month the PMs are performed.

Discipline Codes, Passport

- A - Other
- C - Construction
- D - DC&S
- E - Engineering
- ELEC - Electrical & Instr.
- F - Fab
- M - Maintenance
- R - R&HE
- S - Specialist
- T - T&T

Preview Quit

Date	Est_hrs	Blank_hrs	E_hrs	Hrs_1213	Hrs_1214
11/1/2004	91	0	32	44	0
12/1/2004	647	0	12	189	0
1/1/2005	533	8	4	146	0
2/1/2005	465.5	0	0	128.5	0

PM Forecast

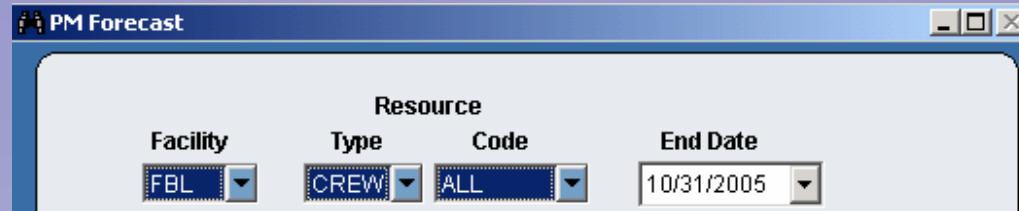
Estimated hrs., Discipline, & Crew Hours

Search by facility, resource type/code, Maintenance Programs & end date.

Pm_id_n	Pm_Facil	Unit	Pm_due_d	Freq_coc	Freq_uom	Cal	Pm_title	Mod_wo_num
19697	1 FTF	241	7/1/2004	60M	60 MO	C	VERIFY TK XFER GV JET PRESSURE IND XMTR	16754
19698	1 FTF	241	7/1/2004	36M	36 MO	C	VERIFY TK XFER GV PRESSURE SWITCH LOW	16750
19699	1 FTF	241	7/1/2004	36M	36 MO	C	VERIFY TK FER GV PRESSURE SWITCH LOW	34014
36650	1 FTF	241	7/1/2004	6M	6 MO	C	LUBE / 4F GATE 1	119621

PM Excel Data

PM Forecast Cont.



PM Forecast

Facility: FBL | Resource Type: CREW | Code: ALL | End Date: 10/31/2005

Example - PM Search for FBL

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Date	Est_hrs	Blank_hrs	E_hrs	Elec_hrs	Ic_hrs	L_hrs	M_hrs	Main_hrs	S_hrs	T_hrs	Hrs_1213	Hrs_1214	Hrs_1228
11/1/2004	91	0	32	0	0	0	56	0	3	0	44	0	0
12/1/2004	647	0	12	232	0	0	258	0	105	40	189	0	0
1/1/2005	533	8	4	228	0	0	209	0	84	0	146	0	0

Assistance with reading the excel chart above:

Blank_hrs = Hrs. not estimated for a discipline.

Est_hrs = Discipline_hrs added together.

Example - $Est_hrs = Blank_hrs + E_hrs + Elec_hrs + Elec_hrs + Ic_hrs + L_hrs + M_hrs + Main_hrs + S_hrs + T_hrs$
 $91\ hrs = 0 + 32 + 0 + 0 + 0 + 56 + 0 + 3 + 0$

or

Est_hrs = Hrs_Crew added together

Example – $Est_hrs = Hrs_{1213} + Hrs_{1228} + Hrs_{1251} + \dots$
 $91\ hrs = 44 + 0 + 0 + \dots$

PM Credit Report

- n **PM Credit Report-** Provides non-PM work orders completed on equipment that could credit a PM requirement.

Search for facility & completed from date

Work Against - WD-S-UPS-JX-3						UNINTERRUPTIBLE POWER SUPPLY		
PMID	Frq	DueDate	Last Complete Date	Model WO	W/G Code	PM Title		
0001557	-01 3M	05/01/05	19990801	0002632	WYUO	INSP UPS	BATT	
0001557	-02 12M	01/01/06	0002632	WYUO	CLEAN/INSP/TEST UPS			
0001557	-03 36M	01/01/08	20050101	0043366	WYUO	CLEAN/INSP	SURGE ARREST.	
Work Order 00513259 Task 01 W/O Type CO Job Type CM Task Prty						Complete Date 03/21/05	Title CHANGE CAPACITORS IN UPS	
History Performed lockout determination for UPS								
Work Order 00588950 Task 02 W/O Type CO Job Type CM Task Prty 6						Complete Date 03/23/05	Title REPLACE BATTERY UNITS	
History Removed existing batteries								

The PMID information is listed first and the associated non-PM work orders are listed below.

Active Deferred Preventive Maintenance

n **Active Deferred Report-** Provides listing of active deferred PM records by facility.

Search for facility, area, unit or resource type/code

Active Deferred PMs

Page 1 of 2 Pages

07/11/05

WO#	Resource Type/Code	WO Status	Date	WO Description	Freq	Unit	UOM	PM CAT	Setup Date	Due Date				
Building	PM ID/RQ	WOFC	EQFC	WO Task Description	Early Start	Early Finish	Latest Date	Del Date						
CLI#		Job Type		OSR/TSR Flag	RME/PI Indicator	Schedule	Backlog/Group	Calc Type	TS	Crew Start	Crew Finish	Date	Aprvl	Ext Date
Facility:WD														
1	00520223	CREW	3581	H/APPR	20050621	PM CLEAN/INSPECT/TEST LOAD CENTER B1	60M	60	MO	PE		04/02/04	07/01/04	
	980000	00050381	D1			3581,PM CLEAN/INSPECT/TEST LC B2					08/12/05	08/12/05	09/30/04	09/30/04
	WD-980000			PE	N		0537		C			05/16/05	08/30/05	

Schedule Performance

Work Order & Task Schedule Effectiveness

The screenshot shows a software window titled "Schedule Performance" with the following elements:

- Search Filters:** Work Week (9 / 6 /2004), T - Week of Snapshot (T-1 09/02/04), Facility (ALL), Lead Crew, Any Crew, Work Order Type, and a date/time stamp (09/09/2004 13:29:49).
- Buttons:** "Update Screen" and "Export to Excel".
- Instructions:** "Double-click on blue or red numbers to view Work Order/Task detail."
- Data Table:** A table with 8 columns: WO Sched to Work, WO Sched to Complete, WO Completed, WO Not Completed, Tasks Sched to Work, Tasks Sched to Finish, Tasks Finished, and Tasks Not Finished. The rows are Scheduled, Re-Scheduled, Add-On/Emergent, and Total.
- Summary:** "Work Order Schedule Effectiveness =" and "Task Schedule Effectiveness =".
- Additional Buttons:** "Print" and "Quit".
- Radio Buttons:** "Yes" and "No" for the "Export to Excel" button.
- Note:** "Note: Schedule Performance based on Passport data only"

	WO Sched to Work	WO Sched to Complete	WO Completed	WO Not Completed	Tasks Sched to Work	Tasks Sched to Finish	Tasks Finished	Tasks Not Finished
Scheduled	0	0	0	0	0	0	0	0
Re-Scheduled	0	0	0	0	0	0	0	0
Add-On/Emergent	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Search by work week date, T-week of snapshot, facility, lead crew, any crew or WO type.

Work Performance

Shows items open & finished before, during, and after the end of the period for Work Request, Non Fin Work Orders, FIN WO's, Minor Maint. WO's, PM WO's, & Minor Maint. WR's. Also shows estimated, actual & average hours for finished items.

Work Performance
09/08/2004
07:12:26

Facility
Resource Type
Code

HCA
ALL
ALL

Date Range

9 / 6 / 2004
To
9 / 12 / 2004

	Open Start of Period	WR New In Period	Created w/o WR	ReOpened	Converted	Finished In Period		Canceled	Open End of Period	Finished Est Hrs	Finished Act Hrs	Avg Hrs/Task
						All	w/o hrs					
Work Requests	21	21		0	24	0		3	15			
Non-FIN' WO's	905		6	0	5	7	0	4	905	81	221	31.5
FIN' WO's	118		0	0	7	5	0	2	118	30	28	5.6
Minor Maint WO's	68		0	0	12	7	0	2	71	19	23	3.2
Minor Maint WR's	1				0	0	0	0	1		0	0.0
PM WO's	500		10	1		22	13	0	489	401	100	11.1
Total	1,613	21	16	1		41	13	11	1,599	531	372	13.2

Export to Excel

Yes
 No

Update Screen

Print

Exit

Search by facility, resource type/code and date range.

Work Grouping

Displays count of open work order tasks or the estimated hours for a selected group, such as System Code for each work week or search work schedule for support work groups.

Optimum Work Week Grouping

Step 1.

Facility: ALL | Resource Type: ISD | Code: ALL | Requirement: ALL

Include PM Req. | **Work Week** | Monday-Sunday | Friday-Thursday

Work Grouping Instructions:
 To see a Count of Open Work Order Tasks or the Estimated Hours for each Work Week and selected Grouping, follow these steps.
Step 1. Enter a facility and/or crew, and press Get Data.
Step 2. Select a (Grouping, Action, or Total By)
Step 3. Select Report Sort Order and Click Run Sort
 You may change the selection in Step 2 anytime after you press Get Data. You must then run Step 3 again.
 Double Click on a number to preview the detail.
 W0000 = Task not Scheduled BLANK = Tasks have No Code
 Work Week example = W+ 04 for year + 22 week of year = W0422

Step 2. Grouping

- Work Order Group Code
- System Code
- Schedule Group Code
- Shutdown (Outage) Number
- Unit/Building
- Work Order Status
- Task Status
- Facility

Action

- Count of Work Order Tasks
- Sum of Estimated Hours

Total By

- Work Week of Early Start Date
- Grouping
- Task Status
- Work Week of Crew Start Date

Current Work Week is **W0528**

Step 3. Report Sort Order

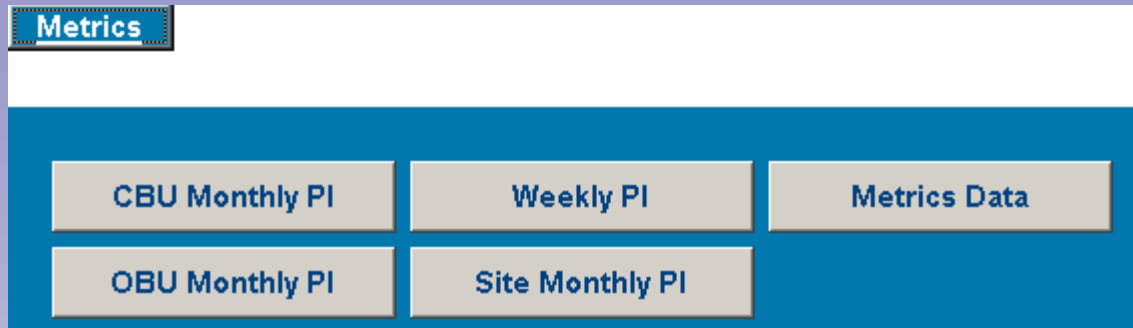
- Crew, ES Date, Work Order
- Work Order, Task, ES Date
- ES Date, Work Order, Task

Export to Excel | Yes | No

WEEKNBR	TOTAL	BG	CIF	CLB	CON	C_299	E38	ER	ETF	FBL	FCA	FDD	FHG	FTF	HBL	HCA
W0522	3												1			1
W0523	13			2									2	3		1
W0524	10							3		1			3		1	1
W0525	5											1		3		
W0526	19	2		1									2			5
W0527	11			1											2	2
W0528	116	1		8				10			6			12	5	11

Search by facility, resource type/code, requirement and group work on facilities, building etc., sort and run report.

Metrics



- **Monthly PI web link for Maintenance Performance Indicators stored on PRT Home Page.**
- **Weekly PI – Work Window Critique**
- **Site Monthly web link for SRS Maintenance Metrics**
- **Metrics tool to obtain raw for the following:**
 - **PM/Pdm details to Total**
 - **CM Backlog**
 - **Delinquent PM**

Weekly Facility Specific Work Week Critique Reports

Work Management Center (W)

XY Facility

Work Window Manager's Report

Work Week Assessment for

Week of: April 29, 2013 - April 30, 2013

Apr 29, 2013

Work Window Manager

1. FACILITY RELATED ITEMS

1.1. Information

1.2. Biological Control Policy

1.3. Facility Safety Procedures

2. FACILITY PERFORMANCE SUMMARY

As of Week of: Facility Task Status

2.1. Report Dates

2.2. Work Performance

2.2.1. All In Progress

2.2.2. Scheduled Task In Progress

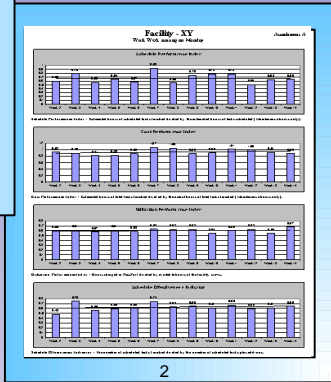
3. OPEN WORK SUMMARY

As of Week of: Facility Task Status

4. REPORTING STATISTICS

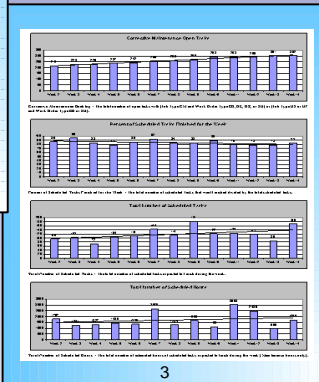
1

1st Page:
 Updated Weekly by Work Window Manager with Facility Specific Related Information



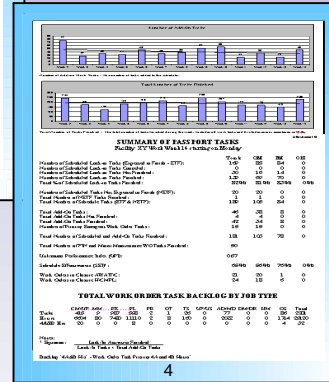
2nd Page:

- o Schedule Performance
- o Cost Performance
- o Manpower Utilization
- o Schedule Effectiveness



3rd Page:

- o Corrective Maintenance Open Tasks
- o % of Scheduled Tasks Finished
- o Total Number of Scheduled Tasks
- o Total Number of Scheduled Hours



4th Page:

- o Number of "Add-On" Tasks
- o Total # of Tasks Finished
- o Summary of All Tasks
- o Total Backlog by Job Type

ADD-ON/EMERGENT

WEEK	TASK	DATE	STATUS	FINISH
1	WORKER	10/10/13	COMPLETE	10/10/13
1	WORKER	10/10/13	COMPLETE	10/10/13
2	WORKER	10/10/13	COMPLETE	10/10/13
2	WORKER	10/10/13	COMPLETE	10/10/13
3	WORKER	10/10/13	COMPLETE	10/10/13
3	WORKER	10/10/13	COMPLETE	10/10/13
4	WORKER	10/10/13	COMPLETE	10/10/13
4	WORKER	10/10/13	COMPLETE	10/10/13
5	WORKER	10/10/13	COMPLETE	10/10/13
5	WORKER	10/10/13	COMPLETE	10/10/13
6	WORKER	10/10/13	COMPLETE	10/10/13
6	WORKER	10/10/13	COMPLETE	10/10/13
7	WORKER	10/10/13	COMPLETE	10/10/13
7	WORKER	10/10/13	COMPLETE	10/10/13
8	WORKER	10/10/13	COMPLETE	10/10/13
8	WORKER	10/10/13	COMPLETE	10/10/13
9	WORKER	10/10/13	COMPLETE	10/10/13
9	WORKER	10/10/13	COMPLETE	10/10/13
10	WORKER	10/10/13	COMPLETE	10/10/13
10	WORKER	10/10/13	COMPLETE	10/10/13

SCHEDULED TASKS NOT FINISHED

WEEK	TASK	DATE	STATUS	FINISH
1	WORKER	10/10/13	WORKING	10/10/13
1	WORKER	10/10/13	WORKING	10/10/13
2	WORKER	10/10/13	WORKING	10/10/13
2	WORKER	10/10/13	WORKING	10/10/13
3	WORKER	10/10/13	WORKING	10/10/13
3	WORKER	10/10/13	WORKING	10/10/13
4	WORKER	10/10/13	WORKING	10/10/13
4	WORKER	10/10/13	WORKING	10/10/13
5	WORKER	10/10/13	WORKING	10/10/13
5	WORKER	10/10/13	WORKING	10/10/13
6	WORKER	10/10/13	WORKING	10/10/13
6	WORKER	10/10/13	WORKING	10/10/13
7	WORKER	10/10/13	WORKING	10/10/13
7	WORKER	10/10/13	WORKING	10/10/13
8	WORKER	10/10/13	WORKING	10/10/13
8	WORKER	10/10/13	WORKING	10/10/13
9	WORKER	10/10/13	WORKING	10/10/13
9	WORKER	10/10/13	WORKING	10/10/13
10	WORKER	10/10/13	WORKING	10/10/13
10	WORKER	10/10/13	WORKING	10/10/13

5

Example - Work Week Critique Report
 Auto-Generated Weekly for Each Project / Facility

5th Page:

- o Add-On / Emergent Tasks
- o Scheduled Tasks Not Finished

Monthly Performance Indicators



Maintenance Performance Indicators Closure Business Unit

Previous Page

Closure Business Unit

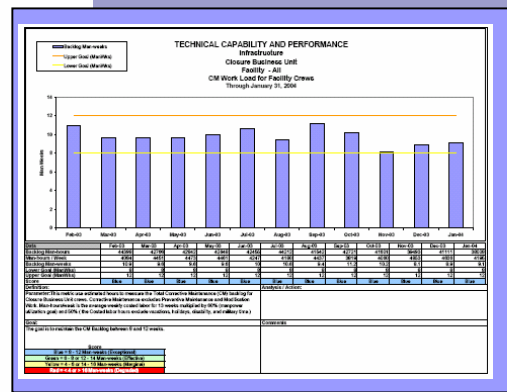
- CM Workload for Facility Crews (CBU Work Groups)
- Delinquent PM's (CBU Work Groups)
- Total CM Maintenance > 90 days (All Work Groups)
- Manpower Utilization (CBU Work Groups)
- Task Schedule Effectiveness (All Work Groups)
- Total Work Orders Completed by Work Process (All Work Groups)
- Total Work Orders Issued To Construction (All Work Groups)

F Closure Projects

FCA Facility

- CM Workload for Facility Crews (CBU Work Groups)
- Delinquent PM's (CBU Work Groups)
- Total CM Maintenance > 90 days (All Work Groups)
- Manpower Utilization (CBU Work Groups)

Note: Above is an Excerpt From SHRINE Posting Which Contains all Projects /Facilities



Workload For Facility Crews

Delinquent PM's

Total CM Maintenance > 90 Days

Manpower Utilization

Task Schedule Effectiveness

Total Work Orders Completed by Work Process

Total Work Orders Issued to Construction

Monthly Performance Indicators

Projects / Facilities w/roll-up to Business Unit (shown above)

Web

Web		
ShRINE Home	CBU Home	CBU Maintenance
Site Maintenance	Weather	Engineering Drawings
Procedures	Passport Guides	Site Lessons Learned

Web Hyperlinks to:

- Shrine Home
- CBU Home
- CBU Maintenance
- Site Maintenance
- Weather
- Engineering Drawings
- Procedures
- Passport Guides
- Site Lessons Learned



Need PRT Assistance

Contact

Debbie Etheredge

email or 5-0330/18875

Need PRT Program

Install from PRT Home Page or WinInstall

- SRS Apps -

- PRT (2004-06-17)-

-Create desktop shortcut-