



# Web Preventative Maintenance Manager

## Web Preventative Maintenance Management

The CADapult FM web-based preventative maintenance application automates scheduling of preventative maintenance tasks and work order processing. Use of a web browser centralizes the management process by enabling technicians, managers, and contractors to access maintenance calendars, schedules, and reports, eliminating the paper trail, and ensuring proactive planning and timely response.

| Schedule Maintenance For AHU1 On January 22, 2005 |  |                                       |                                      |
|---|--|---------------------------------------|--------------------------------------|
| <b>Equipment Information:</b>                     |  |                                       |                                      |
| ID:   | AHU1   | Description:                          | Air Handler - HQ east wing           |
| Name:   | Air Handler 1                                    |                                       |                                      |
| Equip Link:                                       | www.ahumfa.com/ahut#http://www.ahumfa.com/ahut#  |                                       |                                      |
| <b>Manufacturer Information:</b>                  |  |                                       |                                      |
| AHU Mfg:  | Link:  | www.ahumfa.com#http://www.ahumfa.com# |                                      |
| 12 Industrial Highway                             | Contact:   | Joe Brown                             |                                      |
| Wilmington, DE                                    | Phone:   | 302-555-1212                          |                                      |
|   | Email:   |                                       |                                      |
| <b>Warranty Information:</b>                      |  |                                       |                                      |
| Start Date:                                       | 5/2/00   | Notes:                                |                                      |
| End Date:   | 5/2/03   |                                       |                                      |
| Warranty Link:                                    | ahut1.#http://ahut1.sif#                         |                                       |                                      |
| <b>Add New Preventative Maintenance Details</b>   |  |                                       |                                      |
| Maintenance Duration                              | Type   | Description                           | Notifications                        |
| Start Time: 8:00am                                | Scheduled  | Replace Filters                       | Maintenance Manager: Louis DiGiorgio |
| End Time: 8:00am                                  |  |                                       | Technician: Maint Tech               |
| Recurrence Type                                   | End Date:  |                                       | Monthly Recurrence:                  |
| <input type="radio"/> No Recurrence               | No End Date: <input checked="" type="checkbox"/> |                                       | <input type="radio"/> Day 1          |
| <input type="radio"/> Daily                       |  |                                       | <input type="radio"/> The Fourth     |
| <input type="radio"/> Weekly                      |  |                                       | <input type="radio"/> Saturday       |
| <input checked="" type="radio"/> Monthly          |  |                                       | of every 1 month(s)                  |

## Comprehensive Functionality

- Automated Workflow Process streamlines notification, assignment, and work order closeout.
- Recurring Task scheduling (daily, weekly, and monthly) automates generation of work assignment.
- Daily, Weekly, and Monthly Calendar views for managers to assign workload tasks and technicians to complete them, including a built-in automatic rollover of past due-open task assignments.
- Equipment Data Tracking: Manufacturer, Warranties, and Repair Information.
- Parts and Labor Tracking and Reporting.
- Task Time Tracking and Response Time Reports for better analysis and improved performance.
- Dynamic web-based Search Matrix and Reporting for Detail and Summary information.
- Integration with the CADapult FM Daily Maintenance & Facilities Request Manager consolidates daily facility requests and preventative maintenance workload assignments for viewing in an all-in-one calendar.

## Maintenance Work Load for Maint Tech on January 22, 2005

| January 2005 |     |     |     |     |     |     |
|--------------|-----|-----|-----|-----|-----|-----|
| Sun          | Mon | Tue | Wed | Thu | Fri | Sat |
|              | 2   | 3   | 4   | 5   | 6   | 7   |
| 8            | 9   | 10  | 11  | 12  | 13  | 14  |
| 15           | 16  | 17  | 18  | 19  | 20  | 21  |
| 22           | 23  | 24  | 25  | 26  | 27  | 28  |
| 29           | 30  | 31  |     |     |     |     |

  

| February 2005 |     |     |     |     |     |     |
|---------------|-----|-----|-----|-----|-----|-----|
| Sun           | Mon | Tue | Wed | Thu | Fri | Sat |
|               | 1   | 2   | 3   | 4   | 5   |     |
| 6             | 7   | 8   | 9   | 10  | 11  | 12  |

  

| Order # | Priority | Type        | Location    | Description                    | Comments   |
|---------|----------|-------------|-------------|--------------------------------|--|
| 471     | Low      | Scheduled   | HQ/4Mech101 | AHU1 - scheduled systems check | Run standard system test, check all belts  |
| 96      | High     | Maintenance | HQ/4001     | Heat/Cold                      | The Heat is not working properly in my office. Cold air is blowing out of the vent |
| 95      | Medium   | Janitorial  | HQ/4001     | Pest Control                   | There are ants coming in through my window   |

| Task Type:   | Equipment:                   | Priority: | Tech:            | Task Status: |                  |
|--------------|------------------------------|-----------|------------------|--------------|------------------|
| Janitorial   | AHU1 / Air Handler 1         | Low       | Unassigned       | Open         | Clear Reset Find |
| Hamper       | AHU2 / Air Handler 2         | Medium    | DiGiorgio, Louis | Closed       |                  |
| Other        | widget1 / Widget Master 1000 | High      | Gupta, praveen   | Pending      |                  |
| Pest Control |                              |           | Tech, Maint      | Cancelled    |                  |
| Spills       |                              |           |                  |              |                  |

  

| Date Range:                               | Location: Site / Building / Floor / Room |
|---|--|
| <input type="text"/> <input type="text"/> | HQ HQ 04 4002                            |