

PMS Software Instructions

Maintenance Machinery

Part 1 : Items calculated using running hours

Maintenance Machinery

There are two types of items throughout the PMS software.

The ones **with Running Hours Interval** (calculated according to running hours) such as Main Engine and D/G items



And the ones **with score** (calculated by the score we select) such as Auxiliary Machinery items

Update Total Running Hours		Main Engine	Diesel Gen.	Aux.Machinery	Electrical	LO Analysis	Engine Room Spaces / Tanks	
Subsystem	Item	Interval	Total Engine RH	Total RH At Last O/H	RH Since Last O/H	Due Running Hours	Engine Total RH at Next O/H	Next Inspection for Items monthly ba
Show only where : Subsystem contains:			As of Date	Date of Last Unit O/H	Hrs Since Last Renewed		Est.Date of Next O/H	
Units Complete	Unit No 1 Complete	12000	15100	15000	100	11900	27000	
			21/3/2012	21/3/2012			30/7/2013	
Units Complete	Unit No 2 Complete	12000	15100	0	15100	-3100	12000	
			21/3/2012	1/1/2005			13/11/2011	
Units Complete	Unit No 3 Complete	12000	15100	0	15100	-3100	12000	

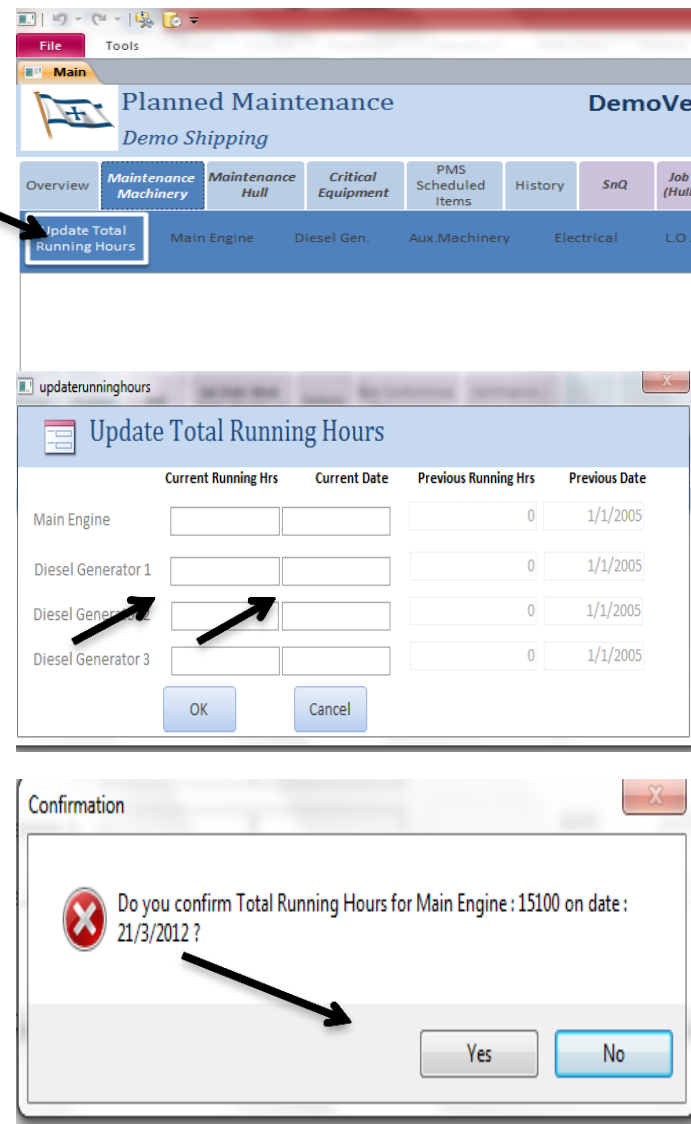


Show only where : Subsystem contains:		Interval	Last OpenUp	Last Test / Inspection	Item Status	Next Inspection	Remarks - Comments	Form Attached	Defect	Last Imported
					Bad	Poor But Usable	Min.Accept. Standard	Good	Very Good	
					Renewal / Repairs Required prior to re-use	Plan, Renewal, Repairs in near future	Schedule its maintenance	No Action Needed	No Action Needed	
Air System	Main Air Compressor No.1	6		1/1/2005	Very Good	1/7/2005		0(0)		Enter Job
Air System	Main Air Compressor No.2	6		1/1/2005	Very Good	1/7/2005		0(0)		Enter Job

Maintenance Machinery

- Before you begin working with any PMS software features it is important that you update the Total Running Hours for M/E and D/Gs by clicking on the «Update Total Running Hours» button on the leftmost corner of the submenu
- In the window that appears enter the current Running Hours and the Current Date in the fields shown in this picture
- Then the program will ask you to confirm the data. Press «Yes» in the widows that appear

Important : Please be careful that you do not enter values greater than the Current Running Hours as the program will not allow you to enter a smaller value afterwards



Maintenance Machinery

Working on the Main Engine

Press the «Main Engine» button and the following screen appears

You can see a number of information about the maintenance of each item listed under «Main Engine» like the interval between overhauls, the remaining running hours, a date estimate etc. When you want to add a job or overhaul press the «Enter Job» button. Below that you can see the Item Information Row for each item listed under Main Engine

Demo Shipping

Overview **Maintenance Machinery** Maintenance Hull Critical Equipment PMS Scheduled Items History SnQ Job Order Work (Hull - Machinery) Defects Non Conformities Observations Certification / Docum. Validity Spare Parts Statistics Import Export Setup

Update Total Running Hours **Main Engine** Diesel Gen. Aux. Machinery Electrical L.O Analysis Engine Room Spaces / Tanks

Subsystem	Item	Interval	Total Engine RH	Total RH At Last O/H	RH Since Last O/H	Du. Running Hours	Engine Total RH at Next O/H	Next Inspection for Items on monthly basis	Remarks	Form Attached	Defect	Last Imported
Show only where : Subsystem contains: [dropdown] Show All			As of Date	Date of Last Unit O/H	Hrs Since Last Renewed		Est.Date of Next O/H					
Units Complete	Unit No 1 Complete	12000	15100	0	15100	-3100	12000	12/11/2011		📄(0)	🐞	Enter Job
Units Complete	Unit No 2 Complete	12000	15100	0	15100	-3100	12000	12/11/2011		📄(0)	🐞	Enter Job
Units Complete	Unit No 3 Complete	12000	15100	0	15100	-3100	12000	12/11/2011		📄(0)	🐞	Enter Job
Units Complete	Unit No 4 Complete	12000	15100	0	15100	-3100	12000	12/11/2011		📄(0)	🐞	Enter Job
Units Complete	Unit No 5 Complete	12000	15100	0	15100	-3100	12000	12/11/2011		📄(0)	🐞	Enter Job
Units Complete	Unit No 6 Complete	12000	15100	0	15100	-3100	12000	12/11/2011		📄(0)	🐞	Enter Job
Units Complete	Other									📄(0)	🐞	Enter Job

Maintenance Machinery

- Enter the «Overhaul Date» in this field
- Enter the Running Hours of the machinery at the time of the O/H (Main Engine in this case) in this field
Note: the running hours number must not be greater than the total running hours of the machinery .
- Optional: enter some «Comments» about the job if required.
- You can also press the «Attach Form» button to attach a form if it is necessary.
- You can review and make changes in the form by pressing the «Review Form» . The form will open and in MS Word and you can make any changes and save the file. When you are done press «Attach form»

Enter Job

System : Main Engine
 SubSystem : Units Complete
 Item : Unit No 1 Complete
 Interval : 12000 Hrs
 Last O/H: 1/1/2005 - 0 Hrs

Job Attach Spares

Overhaul Date: 21/8/2012 [Renew]

O/H Total Running Hrs: []

Engine Total RH at Next O/H: []

Comments: []

OK Cancel

Enter Job

System : Main Engine
 SubSystem : Units Complete
 Item : Unit No 1 Complete
 Interval : 12000 Hrs
 Last O/H: 1/1/2005 - 0 Hrs

Job Attach Spares

Form to be completed: TEC 001 [Attach Form] [Preview Form]

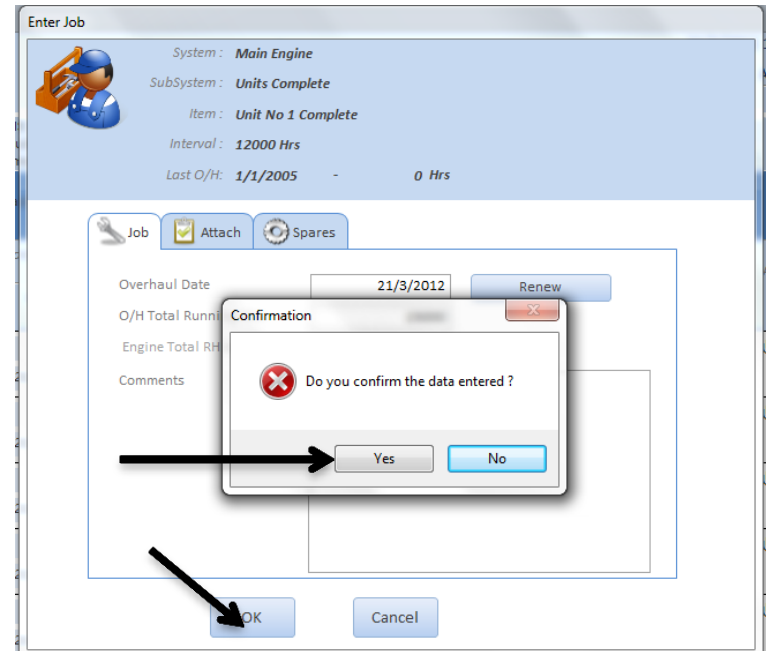
Docs Attached: 0 []

Double click the Paperclip icon to add or manage attachments

OK Cancel

Maintenance Machinery

- When you have attached the necessary form press the “Job” tab again to make sure the data entered is correct, then press “ OK”
- Press “Yes” when the confirmation button appears.
- Notice that the text color for the item that has not exceeded the running hours for the overhaul is normal while the overdue items are shown in red color.



Units Complete	Unit No 1 Complete	12000	15100	15000	100	11900	27000	(0)		Enter Job
			21/3/2012	21/3/2012			29/7/2013			
Units Complete	Unit No 2 Complete	12000	15100	0	15100	-3100	12000	(0)		Enter Job
			21/3/2012	1/1/2005			12/11/2011			

Maintenance Machinery

There is also a helpful browsing tool to help you find which item you need to see without scrolling down an endless list.

On the upper left corner below the Sub-Menu there is this field which you can choose to browse by «**subsystem**» or «**Item**»

Then type in the field next to «**contains**» what you need to find. For example if you select «**Item**» and you type «**cylinder**» the program will show you only the items that contain the word «**cylinder**»
 Click on the «**Show All**» to browse the complete list.

Demo Shipping

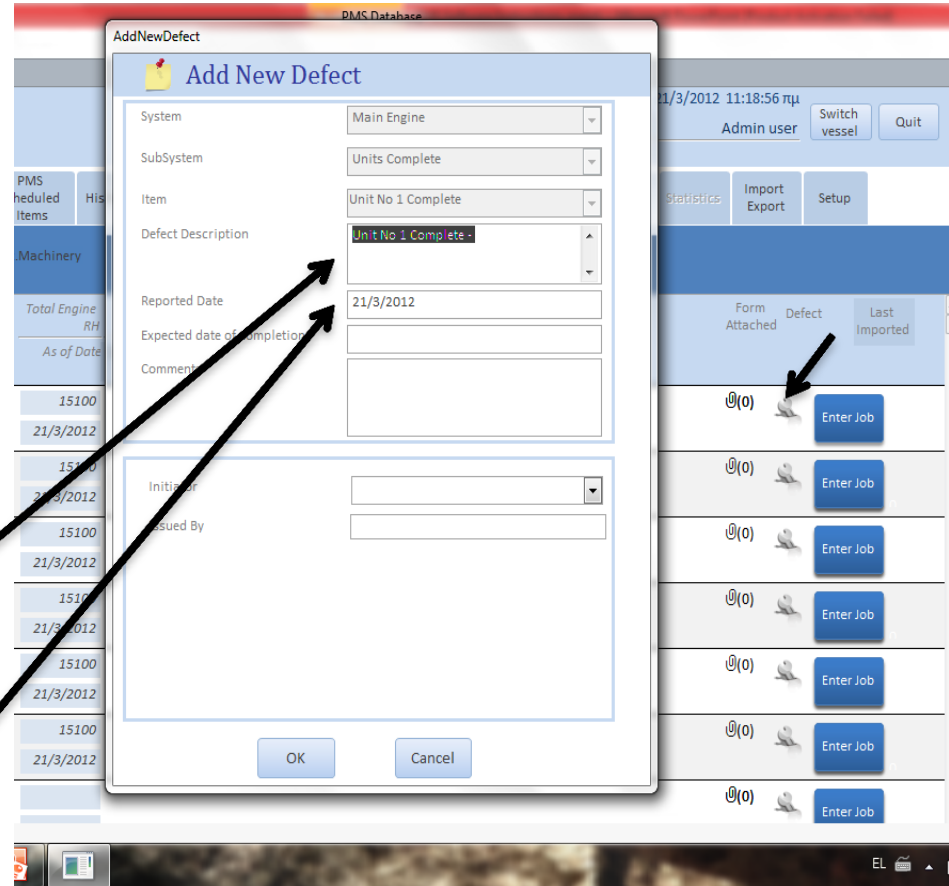
Overview	Maintenance Machinery	Maintenance Hull	Critical Equipment	PMS Scheduled Items	History
Update Total Running Hours		Main Engine	Diesel Gen.	Aux.Machinery	E
Subsystem	Item	Interval	Total Engine RH	To	
Show only where: Subsystem contains: <input type="text"/>		Show All		As of Date	Date
Diesel Generator 1	Cylinder Head / Check & Adjustment of valve head clearance	2000	5000		21/3/2012

Show only where: Item contains: cylinder		Show All	
Diesel Generator 1	cylinder Head / Check & Adjustment of valve head clearance	2000	
Diesel Generator 1	cylinders Head / Checking & Servicing of 4000 hours	4000	
Diesel Generator 1	cylinders Head / Overhauling	8000	
Diesel Generator 1	cylinder Liner / Check & Measurement	8000	
Diesel Generator 1	cylinder Liner / Drawing out, check & cleaning of water jacket part	16000	
Diesel Generator 2	cylinder Head / Check & Adjustment of valve head clearance	2000	
Diesel Generator 2	cylinders Head / Checking & Servicing of 4000 hours	4000	

Maintenance Machinery

Defects

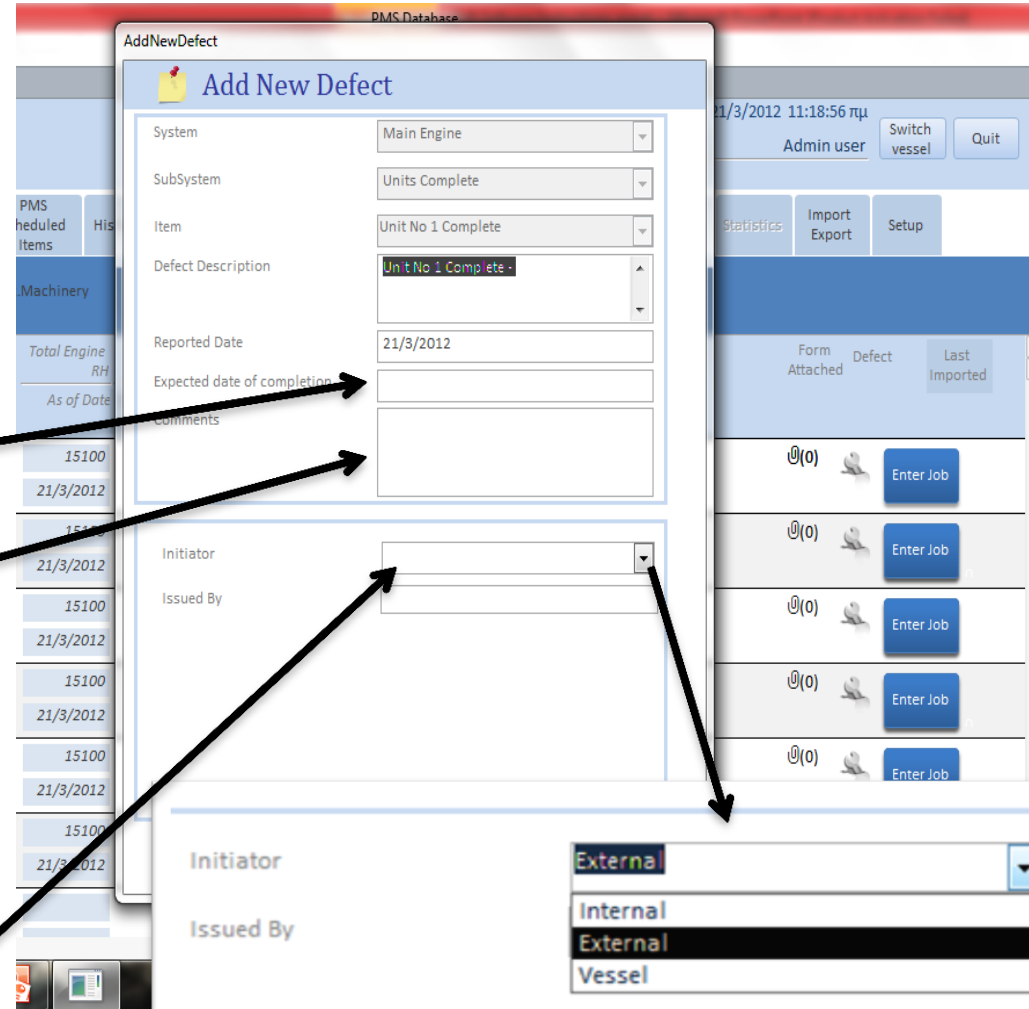
- You can declare a defect in any item listed in the PMS software by clicking on the “Defect” icon located on the right side of the Item Information Row.
- When the “Add new Defect” window appears you can see the information regarding the item you are working on in the upper area.
- Here you can add a description of the defect in the «Defect Description» text box
- Below that you can enter the date that the defect was reported



Maintenance Machinery

Defects

- Below that is the textbox where you can input the expected date of completion. By putting the cursor in the field a calendar appears next to it so you can select the date easier.
- Also you can input some comments in the textbox that follows
- On the below area you can enter the initiator of the defect.
- You can choose «Internal», «External» or «Vessel» as the initiator of the Defect



Maintenance Machinery

Defects

- Note that if you select «External» you must choose the issuer from a list of: Class, PSC, Flag State etc
- If you select «Internal» or «Vessel» the default choice for issuer is Admin User but you can change that by erasing it and writing the name of the issuer.
- Then press the «Ok» button.
- Finally press «Yes» in the confirmation window to store the defect.

Initiator: External

Issued By: Class, Port State Control, Flag State, Vetting, Other

AddNewDefect

Add New Defect

System: Main Engine

SubSystem: Units Complete

Item: Unit No 1 Complete

Defect Description: Unit No 1 Complete -

Reported Date: 21/3/2012

Expected date of completion: 31/3/2012

Comments:

Initiator:

Issued By:

Confirmation: Do you confirm the data entered?

Yes No

OK Cancel

Maintenance Machinery

Defects

You can view the list of defects by clicking on the «Defects» tab in the Main Menu

The screenshot shows the PMS Database software interface. The main menu includes 'Planned Maintenance' and 'DemoVessel'. The navigation bar contains tabs for 'Overview', 'Maintenance Machinery', 'Maintenance Hull', 'Critical Equipment', 'PMS Scheduled Items', 'History', 'SnQ', 'Job Order Work (Hull - Machinery)', 'Defects', 'Non Conformities Observations', 'Certification / Docum. Validity', 'Spare Parts', 'Statistics', 'Import Export', and 'Setup'. The 'Defects' tab is selected. Below the navigation bar, there are sub-tabs for 'Main Engine', 'Diesel Gen', 'Auxiliary Machinery', 'Hull / Deck Equip. / Accom.', 'Critical Equipment', 'Electrical', 'MARPOL', 'SOLAS LSA-FFE', 'Emergency Preparedness - Training', 'Ship's security (ISPS)', and 'Labour Convention (ILO)'. The 'Main Engine' sub-tab is selected. A table of defects is displayed with the following columns: Issuer, Issued By, Defect No, Subsystem, Defect Description, Issued Date, Status, Expected Date of Completion, Remarks, and Last Imported. The table contains one row of data: Vessel: MAI-UNI-1-V, Admin user, MAI-UNI-1-V, Units Complete, Unit No 1 Complete -, 21/3/2012, Issued, 31/3/2012. A 'Filter Defects' button is located above the table, and a 'Follow Up' button is located below the table.

Click on the machinery system to view the related defects (in this case «Main Engine»)

You can see the status of the defect as well as the estimated date which changes color if the due date is close (blue) or has passed (red)

Click on the «Follow Up» button to update the status of the defect

Maintenance Machinery

Defects

- The defects detail window appears and on the upper part it shows information about the defect
- The lower part is for updating the status of the defect.
- You can select the status from the drop-down list
- Enter the current date on the «Date Completed» field. Note that you can click on the calendar icon next to it to select easily
- Enter any necessary comments in the text area below
- Click «OK» to finish updating

Enter Details

Issued By: Admin user
Defect No: MAI-UNI-1-V
Description: Unit No 1 Complete -
Reporting Date: 21/3/2012
Expected Date of Completion: 31/3/2012

Details Attach

Status: Issued

Date Completed

Comments

OK Cancel

Maintenance Machinery

Defects

There is a search tool in the defects page to browse defects according to what you wish to see. Click in the «Filter Defects» button in the rightmost part of the Sub-Menu

The screenshot shows the 'Maintenance Machinery' interface. The sub-menu includes 'Filter Defects'. Below the sub-menu, there are search filters for 'Select Category', 'Select Status', 'From Issued Date', 'To Issued Date', 'Issued by', and 'Initiator'. A 'Filter Data' button is located to the right of these filters. The main content area displays a 'Defect List' table with columns for Issuer, Category, Defect No, Description, Status, Issuance date, Completion Date, Remarks, Issued by, and Completed By. The table is currently empty, showing 0 results.

You can select the machinery related to the defect is regarding by selecting it from the sub-menu

You can select the parameters of your search by clicking on the drop down menus located below the Sub-Menu

Maintenance Machinery

Defects

You can select by category such as «Main Engine»

By Status such as «In progress» or «completed»

By Issue date selecting a margin of dates

By issuer or initiator

To browse results click on «Filter Data»

Select Category <All> From Issued Date
Select Status <All> To Issued Date Issued by <All>
Initiator <All> Filter Data

De
Catego
Status
From date :
To Date :
Issued by : <All>

Important: The category and dates fields are mandatory