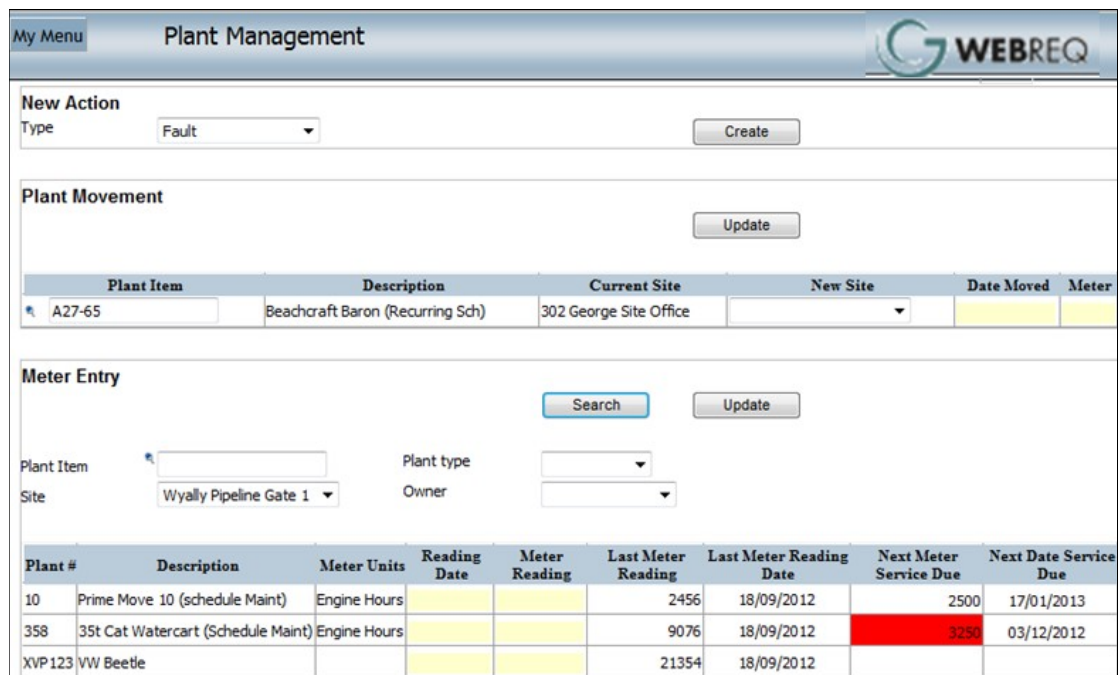# WebReq Plant Management

WebReq Plant Management uses a single screen to record:

- Plant Maintenance (Scheduled & Non-Scheduled)

- Plant Movement from one location to another; and

- Plant Meter Readings

Day-to-day as well as Pre-Start information can be entered from a single screen:

Each section of the screen has a specific purpose:

New Action	is used to create scheduled and non-scheduled maintenance actions per Plant Item. Maintenance schedules per plant item can be Meter-based or Time-based.
Plant Movement	is used to record a Plant Item's movement from one location to another, or to record a new Plant Item's first location.
Meter Entry	is used to record meter readings against individual Plant Items. Comprehensive search criteria make Plant Items easy to find. WebReq automatically matches the meter reading to the maintenance schedule assigned to each Plant Item. Overruns are automatically highlighted.

Enter / Edit Action

New Actions are created from the Plant Management screen to:

- Enter and track Scheduled Maintenance

  or

- Enter faults/defects and then track associated repairs/non-scheduled maintenance

Fields to be completed on the Enter/Edit Action screen are determined by the Action Type.   WebReq supports an infinite number of Action Types.

Each Action can include multiple Action Lines.
Each line specifies the appropriate action to be taken by internal staff/nominated supplier.

Each Action and/or each Action Line can be tracked, updated and marked as Closed as soon as appropriate action has taken place.

A full audit trail is captured for all aspects of an Action. The trail can be viewed on screen and/or via standard reports.

Maintenance Register

Each Action (Scheduled Maintenance or Non-Scheduled Maintenance/Repair) can be subsequently viewed and/or updated via the Maintenance Register screen below.

A wide range of selection criteria is available to allow users to sort, filter, enquire and report on any/all actions across any/all plant items.

Full Plant History

Full Plant History lets you view all information relating to a particular Plant Item. All the details are displayed on a single screen.

Select Plant Item: **10** Prime Move 10 [Search]

Service History

Create Action: Select an action ▼ [Create] [Update]

Meter Units	Reading Date	Meter Reading	Last Meter Reading	Last Meter Reading Date	Next Check	Next Meter Service Due	Next Time-Based Service Due
Kilometer			5702	02/10/2014	1750	-3952	15/04/2014

[Show History]

Check	Service Type	Date Completed ▼	Meter	ID
1500	500 Hour Check	01/10/2014	5650	46
15/01/2014	Fire Exting & Pressure	01/10/2014	5650	46
15/10/2013	Fire Extinguisher	06/08/2013	5600	41
1250	250 Hour Check	06/08/2013	5600	41
15/07/2013	Fire Exting & Pressure	01/05/2013	5401	39
1000	1,000 Hour Check	01/05/2013	5401	40
15/04/2013	Fire Extinguisher	04/03/2013	1800	36
750	250 Hour Check	01/12/2012	1741	32
500	500 Hour Check	01/12/2012	1741	32

Fault History

Create Action: Select an action ▼ [Create]

Description	Priority	Category	Status	Meter Reading	Create Date	Repair Date	ID
test	Minor	Minor Fault	Await Parts		13/08/2013		42
The passenger side rear mud flap is torn. The chain that attach	Minor	Noted but no Action Needed	In Yard		10/05/2013		37
Gear box seems to be tight	Minor	Minor Fault	Await Parts	1625	30/11/2012	01/12/2012	31

Movement History

[Update]

From Site	To Site	Date Moved	Meter
302 George Site Office	▼		
Drayton Site	302 George Site Office	01/10/2014	5650
302 George Site Office	Drayton Site	05/08/2013	5678
Drayton Site	302 George Site Office	08/05/2013	5564

Purchase History

Create Requisition: Select a Requisition Type ▼ [Create]

Invoice	Transaction Date ▼	Supplier	Value	Entered By	Batch No
MAN0025		Hammond Services	$56.00	Invoice Approver	

For contact details, visit **www.webreq.com.au** or email us at **sales@webreq.com.au**