
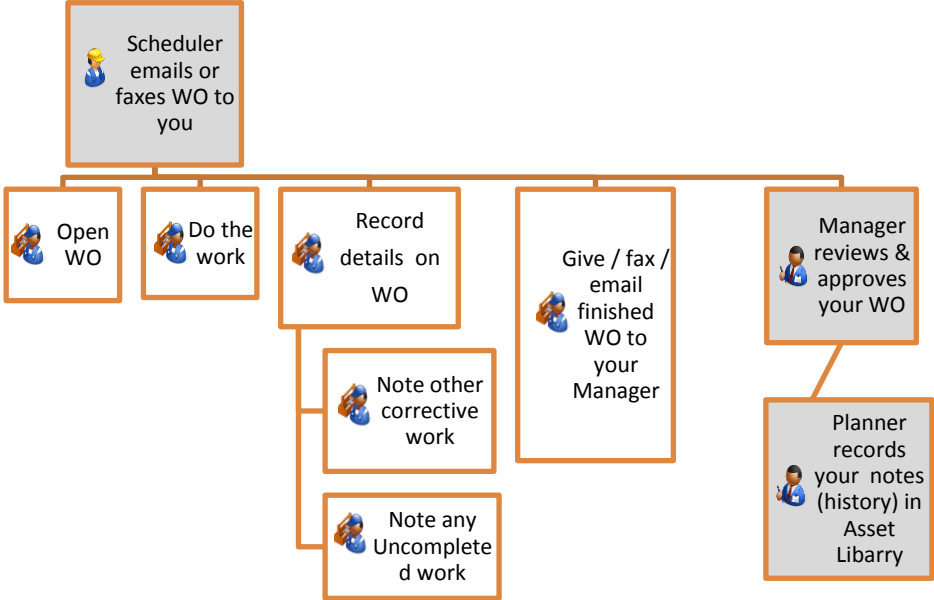
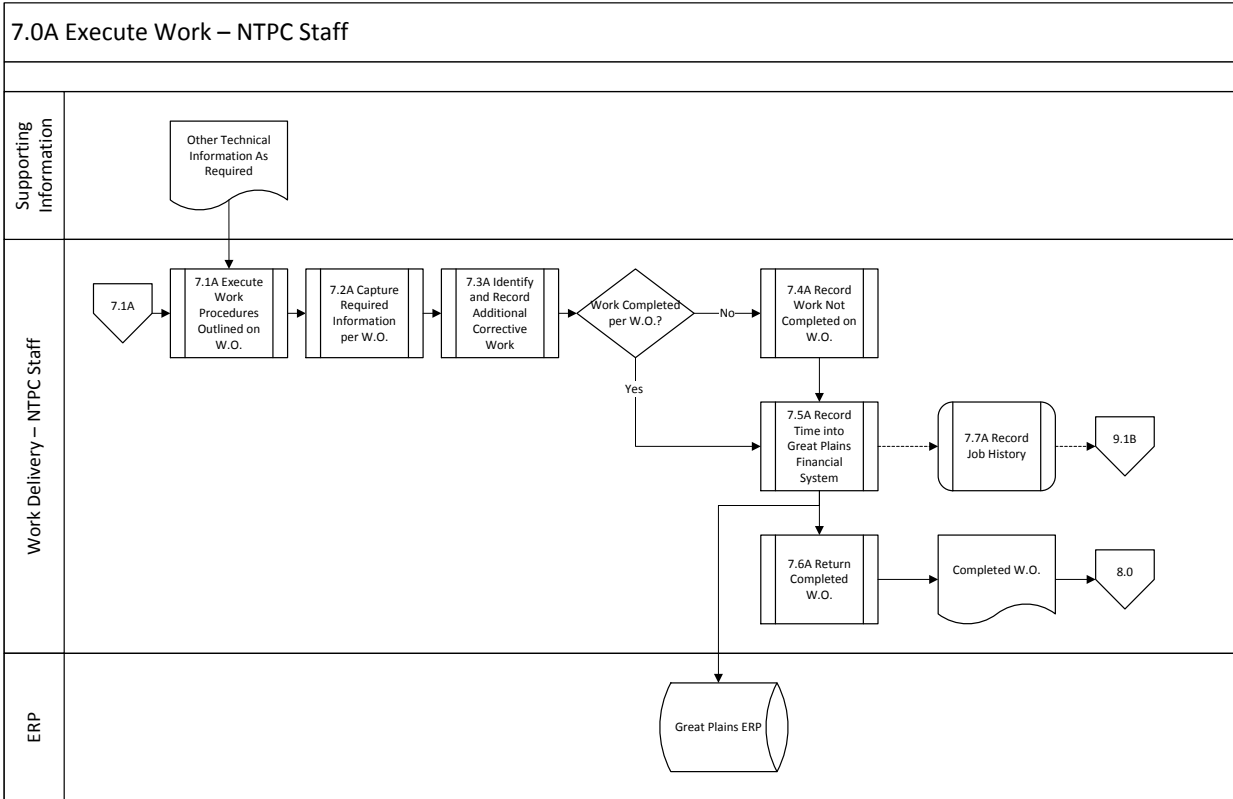


CMMS ACTIVITIES		WORK DELIVERY	
WHEN? DURING:	MINOR MAINTENANCE		
WHO? NTPC POSITIONS:	HYDRO DIVISION		THERMAL DIVISION
	PLANT SUPERINTENDENTS		
YOUR GUIDE TI PROFILE	"VIEWER"		
WHAT YOU CAN DO IN GUIDE-TI?	<ul style="list-style-type: none"> • View-only access to asset tree, asset list, technical datasheet information etc. that has been populated for assets • View-only access to outstanding work orders • View-only access to upcoming preventives list • View-only access to triggered preventives list • View-only access to completed preventives list • View-only access to completed corrective work orders • Can initiate new work orders (corrective only) through web interface 		
YOUR SUPPORT TEAM	HYDRO DIVISION		THERMAL DIVISION
	PLANNER: MORRIS CALLAHAN		PLANNER: STUART ROBINSON, LES WATSYK
	OPERATIONS MGR: KEN BELL		GENERATION SUPPORT MGR: DANIEL BRUNEAU
	CMMS SPECIALIST: CHRIS CHATWOOD SYSTEM ADMINISTRATORS: HELP DESK (BLAINE MCKAY)		
HOW? YOUR DUTIES:	 <pre> graph TD A[Scheduler emails or faxes WO to you] --> B[Open WO] A --> C[Do the work] A --> D[Record details on WO] A --> E[Give / fax / email finished WO to your Manager] A --> F[Manager reviews & approves your WO] D --> G[Note other corrective work] D --> H[Note any Uncompleted work] F --> I[Planner records your notes (history) in Asset Library] </pre>		

MORE INFORMATION AVAILABLE ON POWER BOX
COMMENTS? EMAIL: CMMS@NTPC.COM

CMMS PROCESS DETAILS

Process	Process Description	Process Narrative
7.0A	Execute Work – NTPC Staff	Assigned work is coordinated and carried out in accordance with the instructions of the work orders.
7.1A	Execute Work Procedures Outlined on Work Order	Assigned work is carried out by the assigned resources in accordance with the instructions shown on the hardcopies of the work orders. The instructions may be supplemented by other technical information as needed.
7.2A	Capture Required Information per Work Order	For work procedures requiring capture of data from the field (these may include meter readings, asset condition assessments, etc.), the assigned work delivery resources fill out the work order fields requiring input based on observed readings and conditions in the field.
7.3A	Identify and Record Additional Corrective Work	If during the course of carrying out the assigned work, additional corrective work is identified, these corrective work items are recorded on the original work order and reported back to the Manager responsible for scheduling and dispatching the work.
7.4A	Record Work Not Completed on WO	If the assigned work cannot be completed for whatever reason, these are noted on the hardcopies of the work orders and brought to the attention of the Manager.
7.5A	Record Time into Great Plains Financial System	NTPC staff are responsible for tracking the time spent on the work assignments. The recorded time is entered into the time capture system employed by NTPC.
7.6A	Return Completed Work Order	At the completion of the work assignment, all completed hardcopies of the work orders are returned along with any associated documentation to the Manager who originally dispatched the work.
7.7A	Record Job History	Once back in the office, NTPC staff that carried out the work has the option of entering completed work orders into the CMMS directly.



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