



# WORK ORDER

The Work Order Module provides Work Request, Work Order, Job Plans, Scheduling, Completion and Closure processes for all work-related activities. A rule-based workflow engine and associated approval function supports business rules and document routing definitions for all baseline and user-defined Work Order Types.

The Work Order Module provides two baseline forms for generating work documents. The first form is for defining, planning, completing and reporting time and materials associated to a job. The second form is a master / detail record with Task to Task work breakdown structure definition, multiple asset route maintenance planning, MRO spares and services processing and comprehensive completion / closure functionality.

CHAMPS also includes a Work Request Module which is a generic, preliminary document that may be used in conjunction with Work

Orders to report problems and/or to initiate the process of correcting the problem. Employees who are not authorized to write Work Orders may write Work Requests.

After approval, these documents may be converted into any of the Work Order types. Therefore, the Work Request is a flexible document, which may exist simply as a description of a problem and may define such preliminary information as the urgency of the request and details identifying the plant entity (equipment, building, location, etc.) the request is written against.

The CHAMPS Work Order Module is integrated with other core modules which together make up the CHAMPS EAM system.

## FEATURES & FUNCTIONS:

- Baseline Work Orders and the ability to define an unlimited number of user-defined Work Order Types to match a functional group's specific work processes.
- Automated Material Request, Purchase Request and Purchase Order management for Work Order related MRO spares, tools, services, and miscellaneous items.
- An internal scheduling process and the ability to interface with other scheduling tools.
- Creation of Emergency, Short Form, Blanket, and Normal Work Order Types, each with its own default workflow.
- User definable Work Order Types utilizing CHAMPS workflow system.
- Setup a library of Job Plans defining standard preplanned maintenance jobs within the plant, including the individual steps, materials and trades that are required to perform specific jobs.
- Spending approval limits to ensure that a proper review is made prior to Work Order initiation and approval.
- Hard reserving of Material Request items and automatic approval of Purchase Requests upon Work Order approval.
- Daily and weekly scheduling based on available resources and work priority.
- Automatic status update of Work Orders and individual Tasks to allow tracking from initiation to closure.
- A detailed history file on all closed Work Orders and modeling of Work Orders from the equipment history file into active Work Orders.

## DEPLOYMENT

- Cloud hosting
- On Premise