

Maintenance module

Description

The maintenance module permits the precise tracking of all the maintenance that takes place within the Camping Village by managing the available resources, prioritising and assigning the jobs to the relative personnel to check the deadlines and costs relative to each task.

Maintenance Module functions

- Asset management (mobile homes, bungalows, etc)
- HR Management (maintenance workers, road maintenance workers, on and off site contract workers)
- Spare Parts stock
- Stock inventory
- Repeat order levels
- Work orders
- Priority management
- Work Rota Management
- Planned Maintenance
- Guarantees and tests

Asset

The asset table presents the structural or housing unit resources on which maintenance is carried out: these resources include apartments, bungalows, mobile homes, swimming pools, gardens and public areas, etc.

It is possible to fix a planned maintenance date for these resources (ex, annual or six monthly check) and include attachments (ex, photos, design plans, electrical layouts, etc)

Issues

The Issues table refers to the service order (maintenance) requests for each asset. The issues are assigned according to the available resources (contacts)

Issues details

These are maintenance reports that are completed by the contacts on completion of the issue maintenance. They contain any details regarding the work carried out, for example: date, time taken, products used, notes

Issues Status

Work status, open, complete, postponed, pending, etc..

Products

Refers to the products used for maintenance:

ex light bulbs, tubes, switched, spare parts, chemical products.

This table supplies the details for each product in stock and shows the re-order levels, the price and the supplier.

This table is linked to the suppliers table that includes the details of the product supplier.

Suppliers

See products

Contacts

The contacts are the on or off site maintenance workers (contract companies) to which the jobs (issues) are assigned. The contact table must include the cost per hour so that not the only the cost of a single issue may be calculated but also the total cost of all the maintenance works carried out.

Users

The users be able to record the issues and fill in the maintenance reports

(issues details)

Printouts:

The programme prints the following reports

- Inventory printout
- Daily/ weekly/ monthly/ Asset/ Contact maintenance lists
- Maintenance calendar
- Planned maintenance calendar / tests and guarantee deadlines
- Total hours and costs for each resource and asset
- Issue Status, open, not worked, completed