

DM Work Orders Training Manual

Prepared by:



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Maximo Training URL: <https://maximotrng.bia.gov/maximo>

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Table of Contents

1	Non-Emergency Deferred Maintenance (DM) Work Orders	1
1.1	Objectives	1
1.2	Introduction to the IA Deferred Maintenance Tracking Application.....	1
1.3	Creating a Deferred Maintenance (DM) Non-Emergency Work Order	1
1.4	Planning Labor, and Materials (Plans Tab)	6
1.5	Submitting a DM Work Order for Review (The ‘Gatekeeper’ Process).	10
2	Emergency Deferred Maintenance (DM) Work Orders Introduction	11
2.1	Outline	11
2.2	Creating a Deferred Maintenance (DM) Work Order	11
2.3	Planning Labor, and Material (Plans Tab)	16
3	Exercise # 1 – Create a Non-Emergency DM Work Order	20
4	Exercise # 2 – Create an Emergency DM Work Order	21
5	Appendix I: Category/Rank Combination Descriptions and Examples	22

1 Non-Emergency Deferred Maintenance (DM) Work Orders

1.1 Objectives

- Understand the purpose and use of the IA Deferred Maintenance Tracking application within Maximo.
- Understand the relationship between Maximo and FMIS as it relates to Backlogs, Work Tickets, and Deferred Maintenance.
- Describe the difference between the IA Work Order Tracking and Deferred Maintenance Tracking applications and what data is displayed in each.
- Use the IA Deferred Maintenance Work Order Tracking Application.

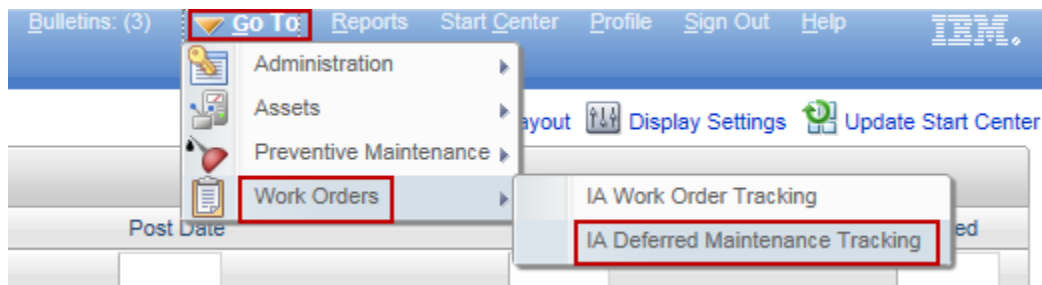
1.2 Introduction to the IA Deferred Maintenance Tracking Application

The IA Deferred Maintenance application within Maximo is used to track and manage the execution of all deferred maintenance work orders, formerly known as backlogs.

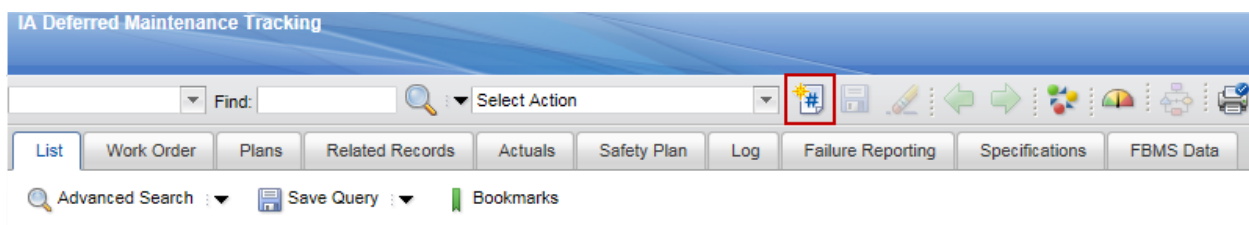
Deferred maintenance work orders can originate from the S&CAP application or can be entered directly into Maximo. Once in Maximo, these work orders are imported into the BPERM application where they will receive final approval and funding advice. Once funded, DM work orders within Maximo can be executed and the work can be captured and reported.

1.3 Creating a Deferred Maintenance (DM) Non-Emergency Work Order

- 1) Navigate to the **IA Deferred Maintenance Tracking** application.



- 2) Click on the **New Work Order** icon  located on the Toolbar.



Required fields are indicated by a red (*) asterisk and **red field shading**. Examples of required fields in a work order are Work Order Description, Maximo ID (location where work needs to take place), Category and Rank.

The screenshot displays the 'IA Deferred Maintenance Tracking' application interface. The main form contains the following fields and sections:

- Work Order:** AB401816 (with a red asterisk and red shading).
- Site:** IE121 RED ROCK DAY SCHOOL.
- Location #:** (empty).
- Location Type:** (empty).
- Maximo ID:** (with a red asterisk and red shading).
- Use:** (empty).
- Structure #:** (empty).
- Asset:** (empty).
- Configuration Item:** (empty).
- Launch Entry Name:** (empty).
- Parent WO:** (empty).
- FMS Deficiency ID:** (empty).
- Project Number:** (empty).
- POR Number:** (empty).
- Deficiency Class:** (empty).
- Reason for Deficiency:** UD (Undetermined).
- Class:** WORKORDEF.
- Work Type:** DM.
- Work Subtype:** (empty).
- Category:** (with a red asterisk and red shading).
- Rank:** (with a red asterisk and red shading).
- Health Life Safety?** (checkbox, unchecked).
- Severity:** (empty).
- Probability:** (empty).
- RAC:** (empty).
- Fund:** (empty).
- Functional Area:** (empty).
- Funds/Cost Center:** (empty).
- WBS:** (empty).
- Attachments:** (empty).
- Status:** WAPPR.
- Status Date:** 07/13/2016 12:58 PM.
- Inherit Status Changes?** (checkbox, checked).
- Is Task?** (checkbox, unchecked).
- FBMS Relevant?** (checkbox, unchecked).
- FBMS Backlog Number:** (empty).

Four blue callout boxes are overlaid on the form:

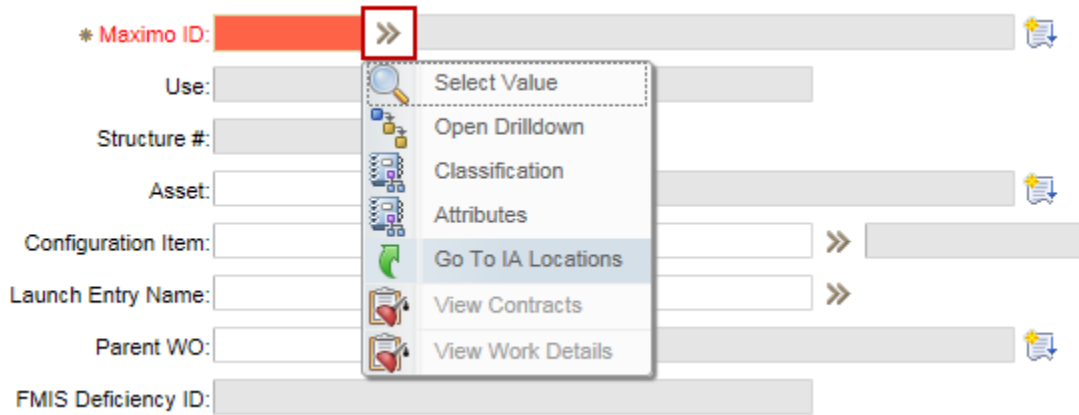
- 1:** Points to the Work Order Description field.
- 2:** Points to the Maximo ID field.
- 3:** Points to the Category field.
- 4:** Points to the Rank field.

Below the main form are four panels:


- Job Details:** Job Plan, Job Plan Revision #, PM, Safety Plan, Unit of Measure, Quantity.
- Priority:** Asset/Location Priority, Priority, Priority Justification.
- Scheduling Information:** Target Start, Target Finish, Scheduled Start, Scheduled Finish, Predecessors, Actual Start, Actual Finish, Duration (0.00), Time Remaining.
- Follow-up Work:** Originating Record, Originating Record Class, Has Follow-up Work?, Interruptible?

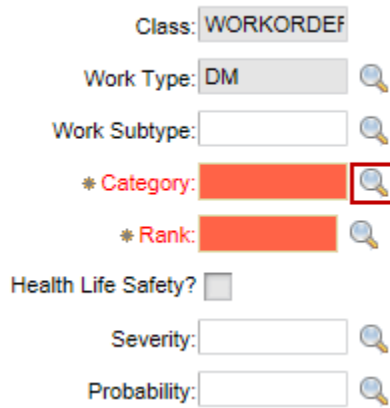
- 1) Enter a brief description of the work to be accomplished in the field next to the work order number. Use the long description icon to enter the scope of the work statement or any additional text pertaining to the work.
- 2) To enter or choose a Maximo ID (aka the location), select the Detail Menu icon » next to the field.

Note: Each work order **must** be attached to a Maximo ID (location / structure #). Each work order that is written should identify **only one** location / structure record to maintain accuracy when quantifying actuals. Attaching an asset is optional.

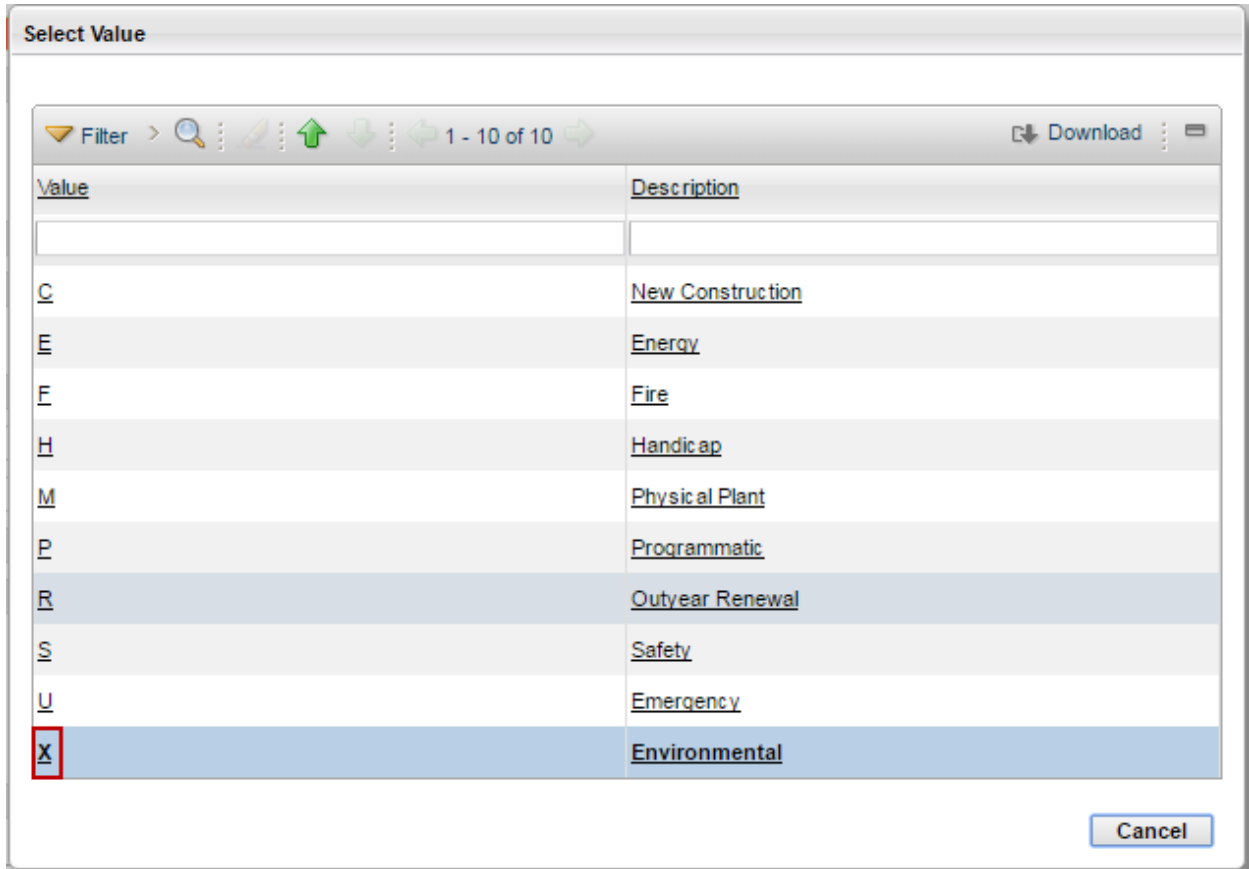


3) Select the Work Order **Category**.

- a) Within a work order, click on the Select Value icon  to display the pop-up window with a list of available Categories.








Note: The Emergency (U) Category is only applied to DM Emergency Work Orders as discussed in the DM Emergency WO section of this training manual.

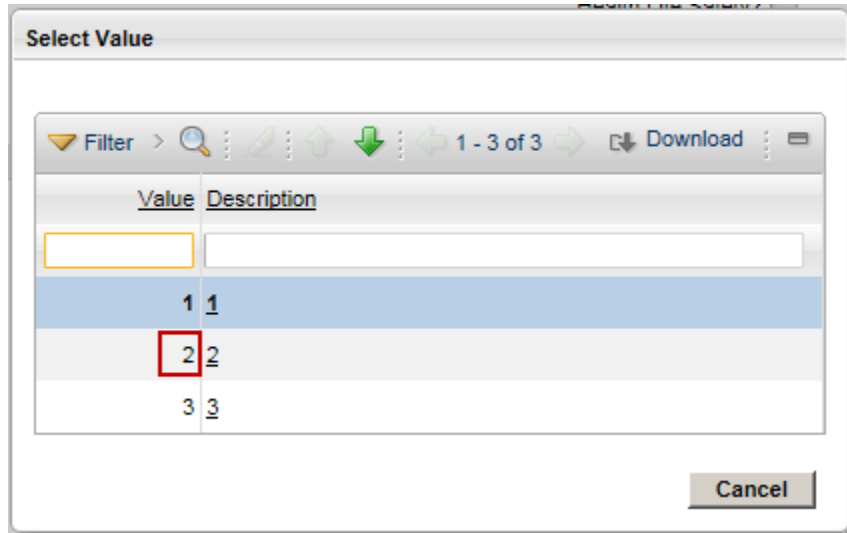



b) Select **Category**.

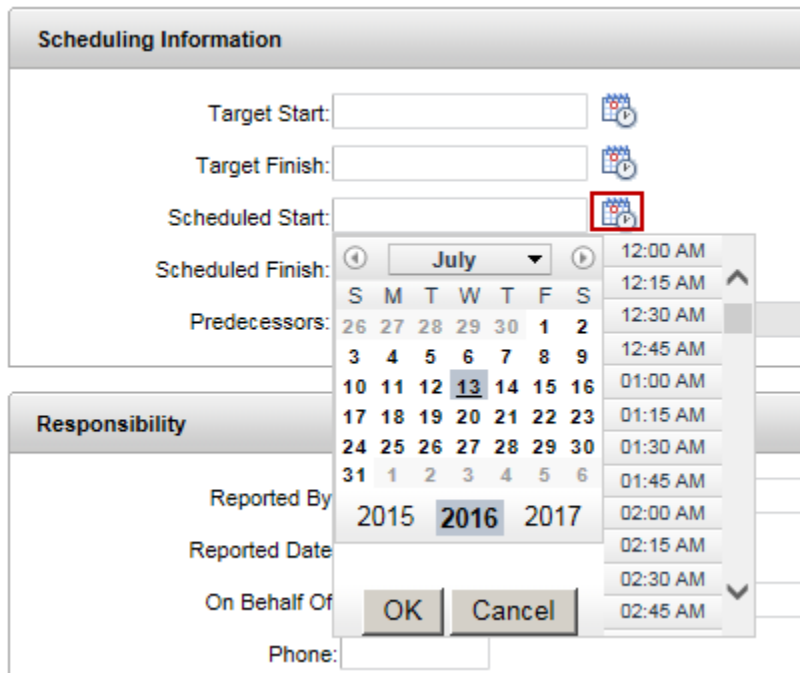
4) Select a **Rank**.

- a. Within a work order, click on the Select Value icon  to display the pop-up window with a list of available Ranks.

Class: WORKORDEF
Work Type: DM 
Work Subtype: 
* Category: X 
* Rank: 
Health Life Safety?



- 5) The **Scheduled Start** and **Scheduled Finish** dates are important for planning and reporting. Complete additional fields for greater planning and reporting options (Not shown).
 - a. Within a work order, click on the Calendar icon  to display the pop-up window with a list of available dates and times.



- 6) Click the **Save** icon .

1.4 Planning Labor, and Materials (Plans Tab)

The **Plans Tab** within the IA Work Order Tracking application is used to enter, view, or modify information on work orders in a hierarchy, and to enter, view, modify, or delete information about planned job tasks, labor, and materials.

Note: Labor Planning in Maximo is done by Craft not by Person.

Adding Planned Labor

- 1) Find the work order to which you will be adding planned labor. Remember, the work order status **must be** WAPPR. Once a work order is approve (APPR), planned labor, material, or tools cannot be added.
- 2) Select the **Plans** tab.

The screenshot displays the IA Work Order Tracking application interface. At the top, there is a navigation bar with options like 'Bullets: (3)', 'GO TO', 'Reports', 'Start Center', 'Profile', 'Sign Out', and 'Help'. Below the navigation bar, there is a search bar containing 'AB401767' and a 'Select Action' dropdown. The main content area features several tabs: 'List', 'Work Order', 'Plans', 'Review', 'Actuals', 'Safety Plan', 'Log', and 'Specifications'. The 'Plans' tab is selected. Below the tabs, there are fields for 'Work Order: AB401806', 'Parent WO:', 'Site: JS004', and 'Status: WAPPR'. A blue callout '1' points to the 'Status: WAPPR' field. Below this, there are sections for 'Children of Work Order AB401806' and 'Tasks for Work Order AB401806', both showing '0 - 0 of 0' rows. A blue callout '2' points to the 'Plans' tab. Below the 'Tasks' section, there are tabs for 'Labor', 'Materials', and 'Tools'. The 'Labor' tab is selected. A blue callout '3' points to the 'Labor' tab. Below the 'Labor' tab, there is a table with columns: Task, Craft, Skill Level, Vendor, Quantity, Labor, Regular Hour, Rate, and Line Cost. The table is empty, showing 'There are no rows to display.' A blue callout '4' points to the 'Select Craft' button at the bottom right of the table.

- 3) Select the **Labor** sub-tab.
- 4) Click on **Select Craft**.

Select Craft

Labor Filter 1 - 15 of 61 Download

<input type="checkbox"/>	Craft	Skill Level	Vendor	Contract	Standard Rate
<input type="checkbox"/>	ACMECH				
<input type="checkbox"/>	ADMINASST				15.00
<input type="checkbox"/>	ARCHDRAFT				
<input type="checkbox"/>	BOILEROP				
<input type="checkbox"/>	BUSINESSASST				
<input type="checkbox"/>	BUSINESSMGR				
<input checked="" type="checkbox"/>	CARP				19.21
<input type="checkbox"/>	CIVLENGR				
<input type="checkbox"/>	CONTRACTOR				
<input type="checkbox"/>	COSTEST				
<input checked="" type="checkbox"/>	CUST				14.50
<input type="checkbox"/>	CUSTOMNTBUS				0.00
<input type="checkbox"/>	CUSTOMNTHelp				9.00
<input type="checkbox"/>	DIRSPTSERV				
<input type="checkbox"/>	ELEC				22.75

5

6

OK Cancel

- 5) Check the box(s) to select the Craft(s) that are planned for this work order.
- 6) Click **OK**.

The screenshot shows the 'IA Work Order Tracking' application. At the top, there is a navigation bar with 'Buletins: (3)', 'Go To', 'Reports', 'Start Center', 'Profile', 'Sign Out', and 'Help'. Below this is a search bar with 'Find: AB401767' and a 'Select Action' dropdown. A toolbar contains various icons, with callout 9 pointing to the 'Specifications' icon. The main area shows 'Work Order: AB401806 * Replace Entry Door' and 'Site: JS004' with 'Status: WAPPR'. Below this is a section for 'Children of Work Order AB401806' and 'Tasks for Work Order AB401806', both showing '0 - 0 of 0' rows. The 'Labor' tab is active, displaying a table with columns: Task, Craft, Skill Level, Vendor, Quantity, Labor, Regular Hours, Rate, and Line Cost. Callout 7 points to the 'Quantity' field (value 1) and callout 8 points to the 'Regular Hours' field (value 3.00). Buttons for 'Select Craft' and 'New Row' are at the bottom right of the table.

- 7) Enter the Craft Quantity.
- 8) Enter the Regular Hours.
- 9) Click on **Save**.

Adding Planned Material

The screenshot shows the 'IA Work Order Tracking' application with the 'Materials' tab selected. Callout 1 points to the 'Materials' sub-tab. The main area shows 'Children of Work Order AB401806' and 'Tasks for Work Order AB401806', both showing '0 - 0 of 0' rows. The 'Materials' sub-tab is active, displaying a table with columns: Task, Item, Description, Quantity, Unit Cost, Line Cost, Storeroom, and Direct Issue?. A row is shown for '36x80 Solid Core Fiberglass Door' with a quantity of 1.00 and a unit cost of 287.00. Below the table is a 'Details' section with fields for Task, Item, Line Type (set to 'Material'), Quantity (1.00), Order Unit (EA), Unit Cost (287.00), and Line Cost (287.00). Callout 3 points to the 'Line Type' dropdown, callout 4 to the 'Description' field, and callout 5 to the 'Quantity' field. On the right side of the details section, there are fields for Storeroom, PR, Direct Issue?, Vendor, Stock Category, Condition Code, Condition Rate, and Condition Enabled?. Callout 2 points to the 'New Row' button at the bottom right.

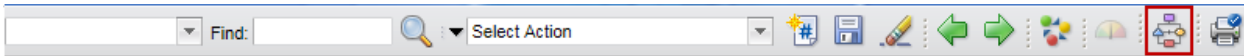
- 1) Select the **Materials** sub-tab.
- 2) Select **New Row**.
- 3) Change the **Line Type** to "Material".
- 4) Enter a **Description** for the planned material.


- 5) Enter a **Quantity & Unit Cost**.
- 6) Click **Save**.

1.5 Submitting a DM Work Order for Review (The 'Gatekeeper' Process).

The Status of a DM Work Order cannot be changed. The DM Work Order Approval process requires additional authorization. In order to direct this work order to the proper authority a tool called Workflow is incorporated to automate the process. To submit a DM work for approval all the user has

to do is select the Workflow icon  at the top of the screen in the Tool Bar:



After selecting the Workflow icon  the user will see a message at the top of the screen (above the Tool Bar) that says:

BMXAA4411I - Process IA_GATE35 started.

2 Emergency Deferred Maintenance (DM) Work Orders Introduction

The IA Deferred Maintenance application within Maximo ensures the users that emergency funding will continue to be handled expeditiously. It provides the steps necessary to exhibit the emergency work order creation in IA-FMS (Maximo) through the creation of the FBMS Entry Document (FED) in IA-FMS (BPERM).

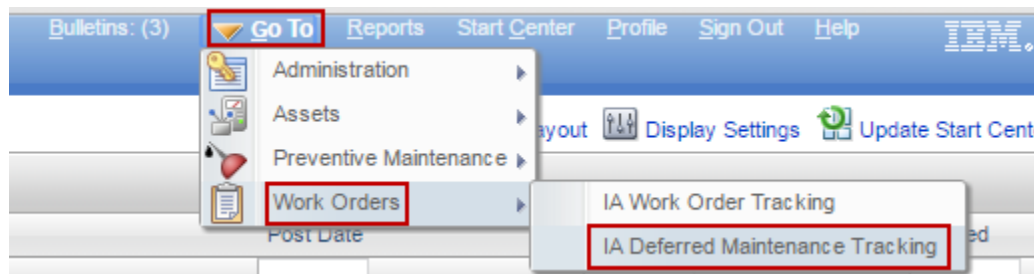
2.1 Outline

The steps to create an emergency DM Work Order are as follows:

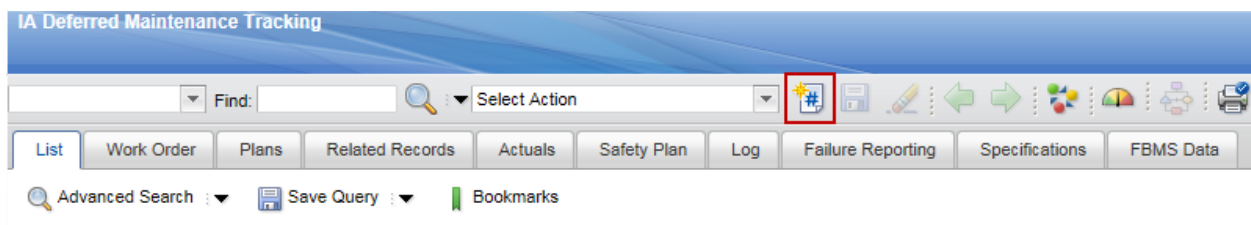
1. Create an emergency Deferred Maintenance (DM) work order (WO) in IA-FMS (Maximo)
2. Add information to the Plans tab for services labor, materials, and crafts.
3. Submit the DM work order for review in the 'Gatekeeper' process.

2.2 Creating a Deferred Maintenance (DM) Work Order

- 1) Navigate to the **IA Deferred Maintenance Tracking** application.



- 2) Click on the **New Work Order** icon  located on the Toolbar.



- 3) A new work order record will open on the **Work Order** tab and a number of fields including the Work Order number, Site, Status, Status Date, Reported By, and Reported Date will automatically be populated.

IA Deferred Maintenance Tracking

Bulletins (3) Go To Reports Start Center Profile Sign Out Help

Find: Select Action

List Work Order Plans Related Records Actuals Safety Plan Log Failure Reporting Specifications FBMS Data

Work Order: AB401816 * [Red field shading]

Site: IE121 RED ROCK DAY SCHOOL

Location #: [Red field shading]

Location Type: [Red field shading]

* Maximo ID: [Red field shading]

Use: [Red field shading]

Structure #: [Red field shading]

Asset: [Red field shading]

Configuration Item: [Red field shading]

Launch Entry Name: [Red field shading]

Parent WO: [Red field shading]

FMIS Deficiency ID: [Red field shading]

Project Number: [Red field shading]

POR Number: [Red field shading]

Deficiency Class: [Red field shading]

Reason for Deficiency: UD Undetermined

Class: WORKORDEF

Work Type: DM

Work Subtype: [Red field shading]

* Category: [Red field shading]

* Rank: [Red field shading]

Health Life Safety? [Red field shading]

Severity: [Red field shading]

Probability: [Red field shading]

RAC: [Red field shading]

Fund: [Red field shading]

Functional Area: [Red field shading]

Funds/Cost Center: [Red field shading]

WBS: [Red field shading]

Attachments

Status: WAPPR

Status Date: 07/13/2016 12:58 PM

Inherit Status Changes?

Is Task?

FBMS Relevant?

FMIS Backlog Number: [Red field shading]

Job Details

Job Plan: [Red field shading]

Job Plan Revision #: [Red field shading]

PM: [Red field shading]

Safety Plan: [Red field shading]

Unit of Measure: [Red field shading]

Quantity: [Red field shading]

Priority

Asset/Location Priority: [Red field shading]

Priority: [Red field shading]

Priority Justification: [Red field shading]

Scheduling Information

Target Start: [Red field shading]

Target Finish: [Red field shading]

Scheduled Start: [Red field shading]

Scheduled Finish: [Red field shading]

Predecessors: [Red field shading]

Actual Start: [Red field shading]

Actual Finish: [Red field shading]

* Duration: 0.00

Time Remaining: [Red field shading]

Follow-up Work

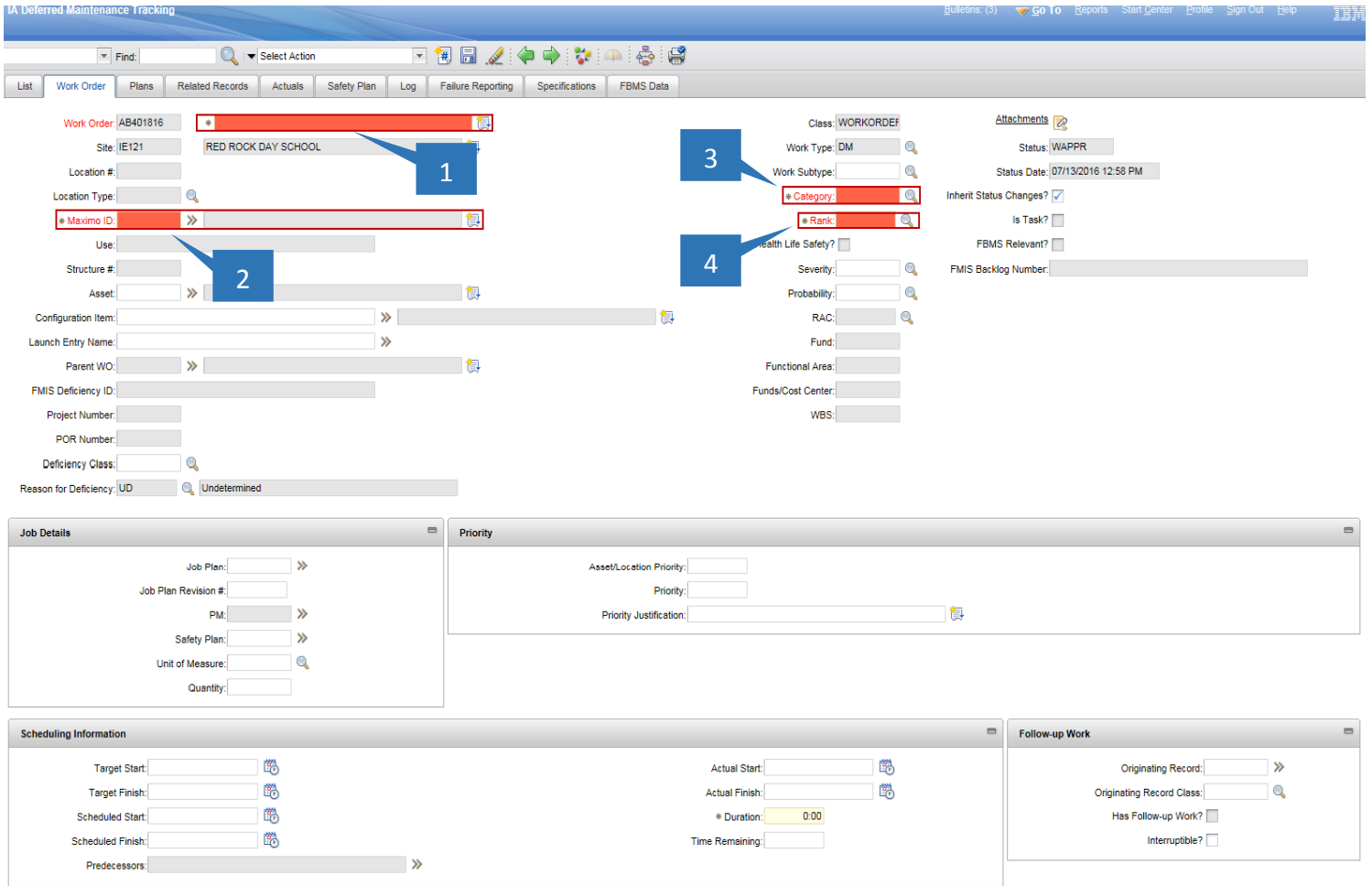
Originating Record: [Red field shading]

Originating Record Class: [Red field shading]

Has Follow-up Work?

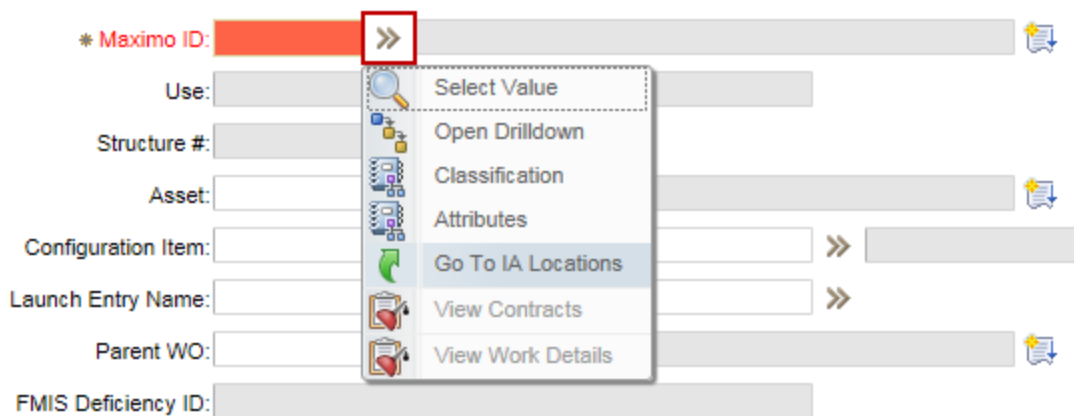
Interruptible?

Required fields are indicated by a red (*) asterisk and red field shading. Examples of required fields in a work order are Work Order Description, Maximo ID (location where work needs to take place), Category and Rank.




- 1) Enter a brief description of the work to be accomplished in the field next to the work order number. Use the long description icon to enter the scope of the work statement or any additional text pertaining to the work.
- 2) To enter or choose a Maximo ID (aka the location), select the Detail Menu icon (>>) next to the field.


Note: Each work order **must** be attached to a Maximo ID (location / structure #). Each work order that is written should identify **only one** location / structure record to maintain accuracy when quantifying actuals. Attaching an asset is optional.





3) Select the Work Order **Category**.


- c) Within a work order, click on the Select Value icon  to display the pop-up window with a list of available Categories.

Class: WORKORDEF


Work Type: DM 


Work Subtype: 

* Category: 

* Rank: 







Health Life Safety?

Severity: 

Probability: 

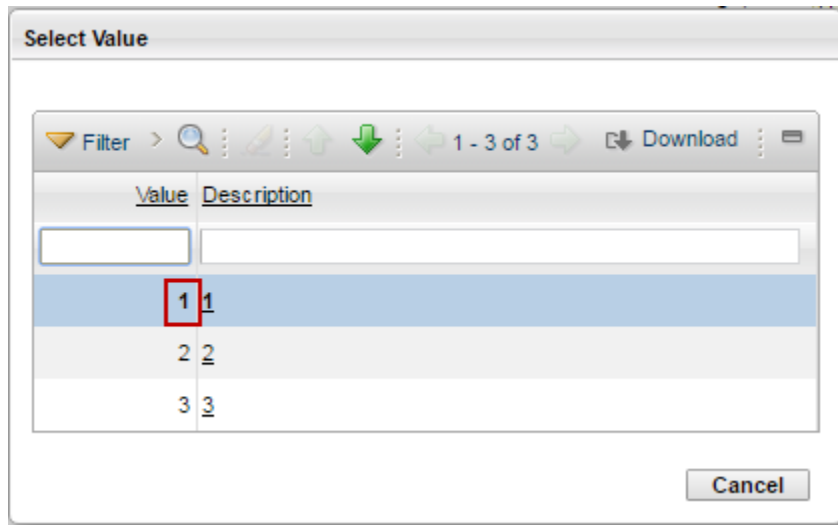
4) Select the **Work Order Category** – select **Emergency** which translates to **U**.

Select Value

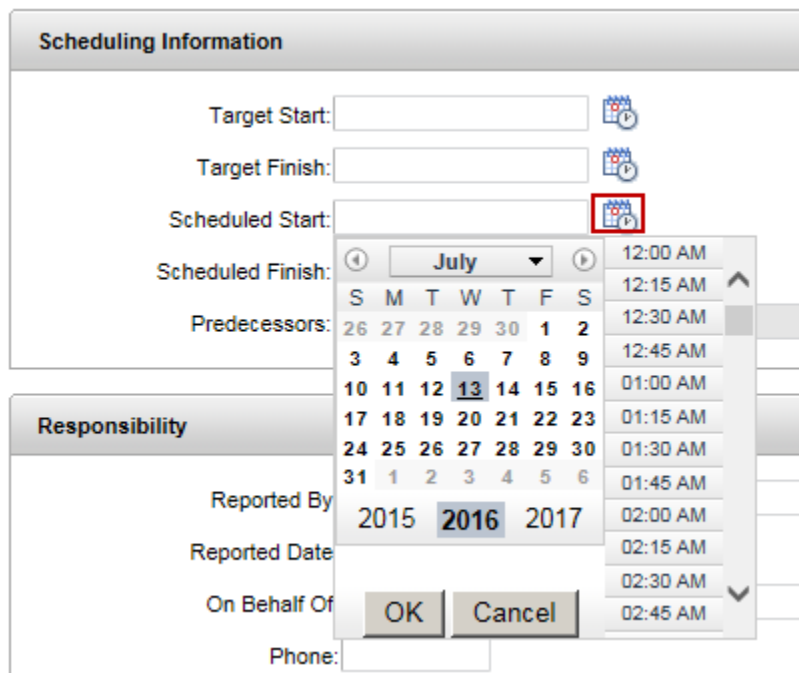
Filter >     1 - 10 of 10  Download 

Value	Description
<input type="text"/>	
C	<u>New Construction</u>
E	<u>Energy</u>
F	<u>Fire</u>
H	<u>Handicap</u>
M	<u>Physical Plant</u>
P	<u>Programmatic</u>
R	<u>Outyear Renewal</u>
S	<u>Safety</u>
U	<u>Emergency</u>
X	<u>Environmental</u>

- 5) Select **Rank** – Rank for Emergency Work Orders should always be 1.



- 6) The **Scheduled Start** and **Scheduled Finish** dates are important for planning and reporting. Complete additional fields for greater planning and reporting options.



- 7) Click the **Save** icon .

2.3 Planning Labor, and Material (Plans Tab)

The **Plans Tab** within the IA Work Order Tracking application is used to enter, view, or modify information on work orders in a hierarchy, and to enter, view, modify, or delete information about planned job tasks, labor, and materials.

Note: Labor Planning in Maximo is done by Craft not by Person.

Adding Planned Labor

- 1) Find the work order to which you will be adding planned labor. Remember, the work order status **must be** WAPPR. Once a work order is approve (APPR), planned labor, material, or tools cannot be added.
- 2) Select the **Plans** tab.

The screenshot displays the IA Work Order Tracking application interface. At the top, there is a navigation bar with options like 'Bullets: (3)', 'GO TO', 'Reports', 'Start Center', 'Profile', 'Sign Out', and 'Help'. Below the navigation bar, there is a search bar with the text 'Find: AB401767' and a 'Select Action' dropdown. The main interface is divided into several tabs: 'List', 'Work Order', 'Plans', 'Review', 'Actuals', 'Safety Plan', 'Log', and 'Specifications'. The 'Plans' tab is selected. Below the tabs, there are fields for 'Work Order: AB401806', 'Site: US004', and 'Status: WAPPR'. A blue callout '1' points to the 'Status: WAPPR' field. Below this, there are sections for 'Children of Work Order AB401806' and 'Tasks for Work Order AB401806', both showing 'There are no rows to display.' A blue callout '3' points to the 'Labor' sub-tab. Below the 'Labor' sub-tab, there is a table with columns: 'Task', 'Craft', 'Skill Level', 'Vendor', 'Quantity', 'Labor', 'Regular Hour', 'Rate', and 'Line Cost'. A blue callout '4' points to the 'Select Craft' button at the bottom right of the table.

- 3) Select the **Labor** sub-tab.
- 4) Click on **Select Craft**.

Select Craft

Labor Filter 1 - 15 of 61 Download

<input type="checkbox"/>	Craft	Skill Level	Vendor	Contract	Standard Rate
<input type="checkbox"/>	ACMECH				
<input type="checkbox"/>	ADMINASST				15.00
<input type="checkbox"/>	ARCHDRAFT				
<input type="checkbox"/>	BOILEROP				
<input type="checkbox"/>	BUSINESSASST				
<input type="checkbox"/>	BUSINESSMGR				
<input checked="" type="checkbox"/>	CARP				19.21
<input type="checkbox"/>	CIVLENGR				
<input type="checkbox"/>	CONTRACTOR				
<input type="checkbox"/>	COSTEST				
<input checked="" type="checkbox"/>	CUST				14.50
<input type="checkbox"/>	CUSTOMNTBUS				0.00
<input type="checkbox"/>	CUSTOMNTHelp				9.00
<input type="checkbox"/>	DIRSPTSERV				
<input type="checkbox"/>	ELEC				22.75

5

6

OK Cancel

- 5) Check the box(s) to select the Craft(s) that are planned for this work order.
- 6) Click **OK**.

IA Work Order Tracking

Find: AB401767

Work Order: AB401806 * Replace Entry Door

Site: JS004 Status: WAPPR

Children of Work Order AB401806


Tasks for Work Order AB401806

There are no rows to display.

Materials

Labor

Task	Craft	Skill Level	Vendor	Quantity	Labor	Regular Hours	Rate	Line Cost
CUST				1		2.00	14.50	29.00
CARP				1		3.00	19.21	57.63

- 7) Enter the Craft Quantity.
- 8) Enter the Regular Hours.
- 9) Click on **Save** icon .

Adding Planned Material

IA Work Order Tracking

Find: AB401767

Children of Work Order AB401806

Tasks for Work Order AB401806

There are no rows to display.

Materials

Task	Item	Description	Quantity	Unit Cost	Line Cost	Storeroom	Direct Issue?
		36x80 Solid Core Fiberglass Door	1.00	287.00	287.00		<input checked="" type="checkbox"/>

Details

Task:

Item: * 36x80 Solid Core Fiberglass Door

Line Type: Material

Quantity: 1.00

Order Unit: EA

Unit Cost: 287.00

Line Cost: 287.00

Storeroom:

PR:

Storeroom Site:

PR Line:

Direct Issue?

Issue To:

Vendor:

Required Date: 07/12/2016 10:06 AM

Stock Category:

Requested By: TRAINER


Condition Code:

Condition Rate:


Condition Enabled?

New Row

- 1) Select the **Materials** sub-tab.
- 2) Select **New Row**.
- 3) Change the **Line Type** to "Material".



- 4) Enter a **Description** for the planned material.
- 5) Enter a **Quantity & Unit Cost**.
- 6) Click on the **Save** icon  .

3 Exercise # 1 – Create a Non-Emergency DM Work Order

1. Navigate to the **IA Deferred Maintenance Tracking** application.
2. Click on the **New Work Order icon** located on the Toolbar.
3. Enter a brief **Description** (make the description whatever you want it to be) of the work to be accomplished in the field next to the work order number.
4. To enter or choose a Maximo ID (i.e. the Location), select the Detail Menu icon  next to the field.
5. Click on **Select Value**.
6. Select the location.
7. Select the **Work Order Category** (other than 'U', 'S', or 'H').
8. Select a **Rank** (see Appendix I: Category/Rank Combination Descriptions and Examples at the end of this tab for valid Category/Rank combinations).
9. Enter the **Scheduled Start** and **Scheduled Finish** dates and any additional fields for greater planning and reporting options
10. Click the **Save** icon.
11. Select the **Plans** tab.
12. Select the **Labor** sub-tab.
13. Click Select **Craft**.
14. Check the boxes to select the Crafts that are planned for this work order.
15. Click OK.
16. Enter the **Craft Quantity** (not required).
17. Enter the **Regular Hours** (not required).
18. Click **Save**.
19. Select the **Materials** sub-tab.
20. Select **New Row**.
21. Change the Line Type to "Material."
22. Enter a Description for the planned material.
23. Enter a **Quantity**.
24. Select the **Order Unit**.
25. Enter the **Unit Cost**.
26. Click **Save**.
27. Write down the work order number so that you can locate it in the BPERM application.
Work Order Number _____

28. Submit the work order using the Workflow Process. Click on the Workflow icon  .

4 Exercise # 2 – Create an Emergency DM Work Order

1. Navigate to the **IA Deferred Maintenance Tracking** application.
2. Click on the **New Work Order icon** located on the Toolbar.
3. Enter a brief **Description** (make the description whatever you want it to be) of the work to be accomplished in the field next to the work order number.
4. To enter or choose a Maximo ID (i.e., the location), select the Detail Menu icon () next to the field.
5. Click on **Select Value**.
6. Select the location.
7. Select the **Work Order Category**. For emergency DM Work Orders, the category is **U**.
8. Select **Rank** of 1.
9. Enter the **Scheduled Start** and **Scheduled Finish** dates and any additional fields for greater planning and reporting options
10. Click the **Save** icon.
11. Select the **Plans** tab.
12. Select the **Labor** sub-tab.
13. Click **Select Craft**.
14. Check the boxes to select the Crafts that are planned for this work order.
15. Click OK.
16. Enter the **Craft Quantity** (not required).
17. Enter the **Regular Hours** (not required).
18. Click **Save**.
19. Select the **Materials** sub-tab.
20. Select **New Row**.
21. Change the Line Type to "Material."
22. Enter a Description for the planned material.
23. Enter a **Quantity**.
24. Select the **Order Unit**.
25. Enter the **Unit Cost**.
26. Click **Save**.
27. Submit the work order using the Workflow Process. Click on the Workflow icon .

5 Appendix I: Category/Rank Combination Descriptions and Examples

Cat/Rank	Severity	Description/Example
U-1	Emergency	<p>An emergency is a condition where death, physical harm, or property damage can be foreseen and possibly eliminated.</p> <p>Examples: Roof caving in or destroyed by a storm. Heating system failed posing a threat to a building. <u>(Facility conditions must not be the cause of lack of maintenance.)</u></p>
S-1	Safety-Serious Deficiency	<p>A Safety-Serious Deficiency poses a threat to safety and health, including violations of Occupational Safety and Health Standards, Life Safety Code, Uniform Building Code, among other codes and laws, as applicable. (Safety deficiencies can only be identified through safety inspectors in S&CAP)</p> <p>Examples: Required means of egress such as protected corridor and terminating after exit discharge. Fire enclosing hazardous areas. Fire rated doors, exit and emergency lighting. Means to alert occupants of danger-fire alarms, visual alarms, etc. Required sprinkler systems (i.e., janitor closets in schools).</p>
S-2	Safety-Moderate Deficiency	<p>Safety-Moderate Deficiencies affecting Safety and Health. (Safety deficiencies can only be identified through safety inspectors in S&CAP)</p> <p>Examples: Trip and fall hazards when not on stairways or ramps, exterior lighting when not involving exit discharges, steps, ramps. Lack of ventilation. Sprinkler systems desired to be added which are in excess of life safety code requirements and Bureau policy. Fume hoods in science laboratories.</p>
H-1	Serious handicap code violations	<p>Examples: Provide handicapped accessibility to building. Provide handicap accessible restrooms.</p>
H-2	Violation of Federal Handicap Codes and Standards	<p>Examples: Install code compliant handrails for handicapped restrooms or portions of restrooms that need to be modified for handicapped compliance.</p>
M-1	Physical Plant, Non-Programmatic, Deficiency Condition	<p>A Physical Plant, Non-Programmatic, Deficiency Condition (<u>that renders a facility, facility system, or facility component inoperable</u>). This is related to structural, mechanical, electrical, roofs, walls, floors, foundations, utilities, paving, etc.</p> <p>Examples: Roof deterioration causing interior building damage. Serious overload of electrical system due to modernization of equipment. Removal and replacement of refrigerant compressor on chiller. Replacement of defective sections on boiler, sewer, water or gas line deterioration.</p>
M-2	Physical Plant, Non-Programmatic, Deficiency Condition	<p>A Physical Plant, Non-Programmatic, Deficiency Condition (<u>that if not attended to will render a facility, facility system, or facility component inoperable</u>). This is related to structural, mechanical, electrical, roofs, walls, floors, foundations, utilities, paving, etc.</p>

		Examples: Replace door locks that have worn to a point where they do not operate. Replace cracked sidewalks causing tripping hazard.
M-3	Functional facility equipment exceeds its normal life expectancy	Functional facility equipment exceeds its normal life expectancy. Example: Replace boiler. Replace steam kitchen equipment. Replace carpeting.
E-2	Violation of energy codes and standards	Examples: Installation of new energy efficient lighting fixtures. Replacement of single-glazed windows with double- or triple-glazed windows for energy efficiency. Upgrading or replacement of heating systems.
E-3	Deficiencies which when corrected will reduce energy consumption	Examples: Installation or replacement of automated night setback switches for heating systems. Replacement of weather seals on exterior doors throughout the building.
F-2	Deficiencies for Fire Support	Examples: Fire Stations, Fire training classes, etc.
X-1	A serious environment code deficiency	A serious environment code deficiency that poses a threat to life or property. Examples: Remove friable asbestos on piping in occupied areas. Remove leaking underground storage tanks.
X-2	Environment code deficiency	Examples: Remove asbestos floor tile from a building. Install code compliant leak detection system on tanks. Remove lead paint from quarters.
C-1	Construction to correct serious multiple code/safety deficiencies	Construction (new replacement or addition) to correct serious multiple code/safety deficiencies. Examples: Major renovations throughout a building or facility to <u>abate numerous</u> high cost code violations such as fire sprinklers, fire doors, etc.
C-2	Construction to correct code and/or standards violation	Construction (new replacement or addition) to correct code and/or standards violation. Examples: Major retrofit to a building or facility for handicap code compliance. Major replacement of HVAC systems for code compliance.
P-2	Programmatic Capital Improvements	Renovations and additions to existing buildings to change the functional space to accommodate programmatic space needs. Examples: Retrofit existing classroom use into computer lab. Remodel a classroom to comply with FACE program standards. Convert a dorm to classrooms. Convert science lab to general classroom. Building addition to dining room.