



Search for a Maintenance Asset Utilization Inquiry — Criteria

Overview

The Maintenance and Utilization (M&U) module Maintenance Asset Utilization Inquiry process provides the ability to search for maintenance asset utilization records.

Navigation

Inquiries > Utilization > Asset Utilization > Maintenance Asset Utilization Inquiry Search Criteria page

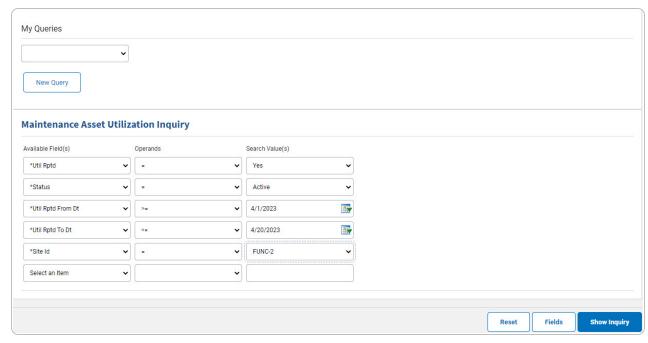
Procedures

Search for a Maintenance Asset Utilization Inquiry

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting.



1. In the Search Criteria box, choose which available field to use in the search.



- 2. Choose which Available Field(s) to use in the search.
 - **A.** The first Available Field(s) option (UTIL RPTD) automatically populates and is not editable.
 - **B.** The second Available Field(s) option (Status) automatically populates and is not editable.
 - **C.** The third Available Field(s) option (UTIL RPTD FROM DT) automatically populates and is not editable.
 - **D.** The fourth Available Field(s) option (UTIL RPTD TO DT) automatically populates and is not editable.
 - **E.** The fifth Available Field(s) option (SITE ID) automatically populates and is not editable.





Note



Select to modify the fields used in the inquiry. The Fields Selection page opens.

- 3. Choose which Operands to use in the search.
 - **A.** Use to select the first Operands.
 - **B.** Use to select the second Operands.
 - **C.** Use to select the third Operands.
 - **D.** Use to select the fourth Operands.
 - **E.** Use to select the fifth Operands.
- 4. Choose which Search Value(s) to use in the search.
 - **A.** Use to select the first Search Value.
 - **B.** Use to select the second Search Value.
 - **C.** Use to select the third Search Value.
 - **D.** Use to select the fourth Search Value.
 - **E.** Use to select the fifth Search Value.

Remove an Available Field Row

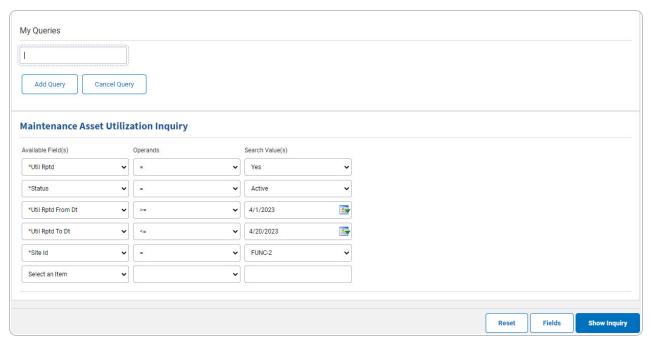
- a. Use to select desired Available Field.
- b. Select Remove Filter Category . The desired row is removed.
- 5. Select show inquiry . The **Maintenance Asset Utilization Inquiry Results** page appears.





Add a My Queries Inquiry

1. Select New Query . The page refreshes, and My Queries changes from a drop-down field to a text field.



Note

Selecting at any time from this point of the procedure removes all revisions and returns My Query to a drop-down field.

2. Enter the Query Name in the field provided. This is a 90 alphanumeric character field.

Note

Create a unique name with a meaningful description, and contains the purpose of the query.

Example: AllAssetsBldg20 or EquipPoolSmallVehicleNoCert

3. Select Add Query and the information entered in the Search Criteria grid are added to My Queries. Select Cancel Query to disregard the Query.



Select _____. The **Maintenance Asset Utilization Inquiry — Select Fields** page appears.

4.

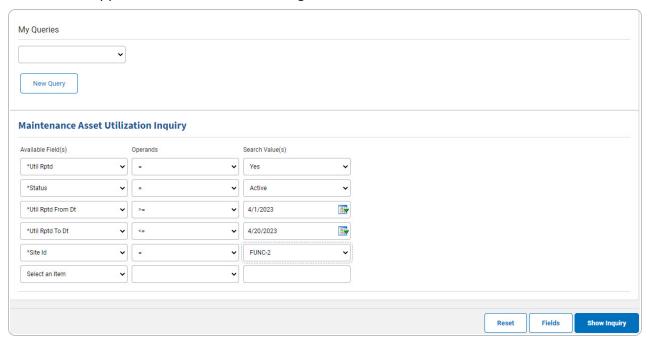
OR

Select Show inquiry — Results page appears.

The Maintenance Asset Utilization Inquiry — Results page

Select a My Queries Inquiry

1. Use to select the desired saved query. The page refreshes, and the selected query information appears in the search criteria grid.



Select Fields . The **Maintenance Asset Utilization Inquiry — Select Fields** page appears.

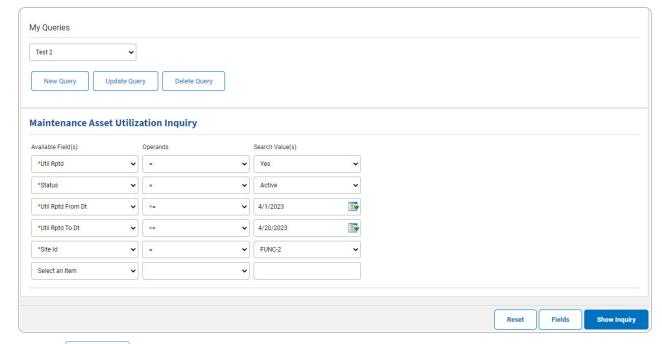
2. OR

Select Show Inquiry — Results page appears.



Update a My Queries Inquiry

1. Use to select the desired saved query. The page refreshes, the search criteria fields change, and New Query is joined by Update Query and Delete Query. The selected query information appears in the search criteria grid.



- 2. Select Update Query . The query information is updated.

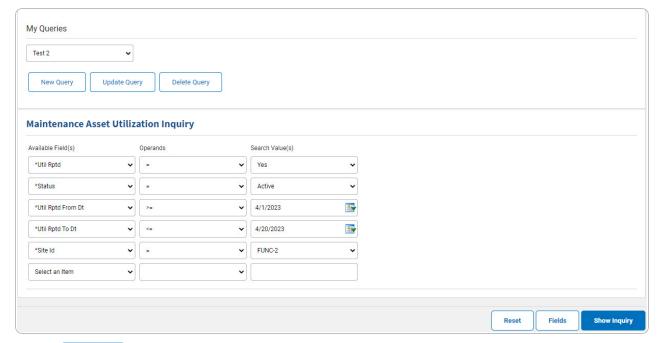
 Select Fields . The Maintenance Asset Utilization Inquiry Select Fields page appears.
- 3. OR

Select Show Inquiry — Results page appears.



Delete a My Queries Inquiry

1. Use to select the desired saved query. The page refreshes, and led to select the desired saved query. The page refreshes, and led to select the desired saved query. The page refreshes, and led to select the desired saved query. The page refreshes, and led to select the desired saved query. The page refreshes, and led to select the desired saved query. The page refreshes, and led to select the desired saved query information appears in the search criteria grid.



2. Select ______. The query information is removed.

Revise the Fields for the Inquiry

Select Fields . The Maintenance Asset Utilization Inquiry — Select Fields page appears.





Search for a Maintenance Asset Utilization — Results

Navigation

Inquiries > Utilization > Asset Utilization > Search Criteria > Show Inquiry > Maintenance Asset Utilization Inquiry Search Results page

Procedures

Export the Maintenance Asset Utilization Inquiry Results

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.

vs Retrieved = 158														
	4 > DI @		Find Next											
met id 11240090051	Agency Name DEAS	Status	Util Rptd From Dt 03/16/2022	Tran Ref Id AS70400E-4681-4145-ASC0-44000A3880S2	Item Desc	Serial Nbr	DOD Serial Nor	Maint Activity Name	Metered	Mtr Rdng	Trem Util Qty	Total Util Qty	Utilization Measure Cd	Util Sec Life
1240090351	DEAS	Active Active	08/29/2015	101240090351-082620151346639768	PICKUPTRUCK PICKUPTRUCK	0M0003 0M0003		BROOKS MA BROOKS MA	No No	12,000.00	12000.00	12000.000	D - Days D - Days	10.00
11240090331	DFAS	Active	16/31/2022	A7730166-8996-4758-4802-5490F920581A	PICKLE TRUCK	04000		BROOKS MA	No.					
11240090351	DENS	Active	11/17/2022	8099590 \$746-8559-9029-005894860002	PICKLE TRUCK	040003		BROOKS MA	No.			12000.000	D - Days D - Days	10.00
100K5080097	0FAS	Active	01/90/2018	BR00K5000097-013022181640545197500	M AND U ASSETS	94121064		BROOKS MA	Yes			15000.000	M-Miles	
POONSOURCE 7	DEAG	Active	11/02/2011	0776A5F6-E203-4809-A6A4-C00FC7152A6F	M AND U ASSETS	94131004		BROOKS MA		10,400.00	7443.00			15.00
000000097 0000000097	DEAS	ACTV4	13/08/2011	65/68/09/45/64/09/45/4-009/07/24/6 66/68/09/45/64/25/68/25/09/07/25/6					Tes	1,000.00	290.00	16408.000	M-Miss	15.00
000K9000097	DPAS DPAS	Active Active	11/03/2011	6033300-7403-44ED-96A1-C47380380413	M AND U ASSETS M AND U ASSETS	94131004		BROOKS MA BROOKS MA	Tes	2,957.00	1957.00	16400.000	M-Mies	15.00
00K500097	DENG	Active	04/03/2019	42999C45-0F09-4762-86F9-FE0F0F279F96	M AND U ASSETS	99436134 69436134		AMERICAN AMERICAN	Yes	790.00	790.00	16408.000	M - Miles	15.00
0000000000 0000000000	DEAS								705	60.00	60.00	100.000	M-Mies	15.00
100K5000099	DEAS	Active Active	10/24/2019 10/05/2012	31600957 A796-404A 9ECD EF800F9E49A8 BROOKS000099-100520121712476899576	M AND U ASSETS M AND U ASSETS	60436134 943164		BROOKS MA BROOKS MA	Tes Tes	100.00	46.00	100.000	M-Miles	15.00
00000009	0643									1,000.00	1000.00	1550,000	M-MNs	15.00
		Active	10/05/2012	8800KS000099188S20121723S54967121	M AND U ASSETS	943164		BROOKS MA	Tes	1,500.00	500.00	1550.000	M-Mies	15.00
100K5080899	DPAS	Active	12/01/2017	BM00K5000093-125120171157575336250	M AND U ASSETS	943164		BROOKS MA	Yes	1,525.00	25 00	1550,000	M+Miles	18.00
ROCKS080899	DEKS	Active	12/02/2017	BROOKS000099-120120171222172522750	M AND U ASSETS	943164		BROOKS MA	Yes	1,550.00	25.00	1550,000	M-Mies	15.00
900K9080181	DFAS	Active	16/02/2011	9CABFESF-C010-42FF-ABD9-BAC4T44CA69F	M AND U ASSETS	97431346		BROOKS MA	Yes	0.00	0.00	1900.000	M-Miles	15.00
100KS080181	DEAS	Active	16/24/2019	25153800-0AAD-414A-ABBC-693408730398	M AND U ASSETS	97431346		BROOKS MA	Yes	1,900.00	900.00	1900.000	M-Miss	15.00
ROOK9080121	DEAS	Active	11/02/2011	24103A89-44F9-4A77-90FC-2229F8711210	M AND U ASSETS	97431346		BROOKS MA	THS	1,000.00	500.00	1900.000	M-billes	15.00
100K5080181	DPAS	Active	11/02/2011	23562ED3-64F7-468A-9388-328277903608	M AND U ASSETS	97421346		BROOKS MA	Yes	500.00	500.00	1900.000	M - Miles	15.00
ROOKS080181	DEAG	Active	11,02/2011	5AE25055-2AAE-4529-8286-8A513NERAAF5	M AND U ASSETS	97431346		BROOKS MA	Yes			1900.000	M-Mies	15.00
100KS080131	0FA3	Active	11/08/2011	AS7047C1-7BC9-4F14-BF6C-AF340S50SFFE	M AND U ASSETS	97431346		BROOKS MA	Yes	1,000.00	0.00	1900.000	M-Mies	15.00
100K5080182	DFAS	Active	09/16/2022	40362556-5063-4036-8656-76F182279438	M AND U ASSETS	9431345		BROCKS MA	Tes	38,000.00	34500.00	36000,000	M - Miles	15.00
ROOK9000182	DEAG	Active	10/24/2019	6454E31E-172F-8F32-9C02-40041F4E8035	MIAND U ASSETS	9431346		BROOKS MA	THIS	500.00	500.00	26000.000	M - Miles	15.00
900K5080182	DRAS	Active	11/03/2011	89068996 A313-4218-9828-09A5C0A30006	M AND U ASSETS	9431346		BROCKS MA	Yes	1,000.00	1000.00	36000.000	M-16les	15.00
ROOKS000182	DEAG	Active	11/09/2011	F05BFEAA-A53C-4CB9-8730-0829080BFEAF	M AND U ASSETS	9431846		BROCKS MA	Yes	0.00	0.00	36000.000	M-Miles	15.00
ROOK9000183	0643	Active	11/03/2011	8E0B38F4-E349-4B49-AFDC-CED0F09F9C0B	M AND U ASSETS	9743131649		BROOKS MA	Yes	1,000.00	250.00	1000.000	M-Miles	15.00
100K5000183	DFAS	Active	11/03/2011	60323590-7805-410C-9745-44050508449A	M AND U ASSETS	9742121649		BROCKS MA	Yes	790.00	790.00	1000,000	M-18ks	15.00
000KS000123	DENS	Active	11,09/2011	929A5D2A-6920-6504-9564-529600F04509	MIAND UIASSETS	9743131649		8800KS MA	705	0.00	0.00	1000.000	M-Miles	15.00
900KS080184	DFAS	Active	16/03/2012	6900K9000184100320121745641083936	M AND U ASSETS	9779764361		BROOKS MA	Yes	290.00	200.00	300.000	M-16les	15.00
DOKS080184	DEAG	Active	10/05/2012	BROOKS000184100520121744409070491	M AND U ASSETS	9779764361		BROCKS MA	Yes	300.00	100.00	300.000	M-MNs	15.00
RODKS000105	06k8	Active	02/04/2013	BROOKS000185-020420131347278890413	M AND U ASSETS	13457946		BROOKS MA	Tes	0.00	0.00	0.000	M-Miles	15.00
IDDK5000105	DEAS	Active	16/09/2012	BM00K5000185189920120796214428836	M AND U ASSETS	12457946		AM SHOORS	Yes	0.00	0.00	0.000	M - 14005	15.00
R00KS000105	DENG	Active	11/02/2011	67025462-1961-4280-9009-5240982A384B	MIAND UIASSETS	13457946		8800KS MA	Tes	1,000.00		0.000	M-Miles	15.00
900K9000186	0643	ACTVE	11/04/2011	45C5EC1C 68E0 4EAA-833A-88AFFEAFA465	M AND U ASSETS	3146976		BROOKS MA	Yes	1,000.00	1000.00	6000,000	M-Mies	15.00
ROOKS080186	DEAS	Active	11/14/2011	672601A5-8630-49A3-8508-15E46EEF2EE0	M AND U ASSETS	3146976		BROOKS MA	Tes	2,000.00	1000.00	6000.000	M-Miss	15.00
00K9080186	0643	Active	12/05/2011	05ac200F-4924-49C4-888a-07253F1DA7C4	M AND U ASSETS	3146976		BROOKS MA	TVS	5,000.00	2000.00	6800.000	M-Miss	15.00
DOKS080186	DPAS	Active	12/12/2011	507A6805-4554-47AC83CC-2538A68A6953	M AND U ASSETS	2145976		BROOKS MA	Yes	6,000.00	1000.00	6000,000	M-Miss	15.00
RDDKS080116	DENS	Active	11/07/2011	D7F20828-CB4E-408E-0F21-E30E437AZQE7	ACTIVITY BASED DEPR	9746131646		BROOKS MA	Yes	1,000.00	1000.00	3000.000	H-Hours	2,800,000.00
100K9080116	06A3	Active	11/07/2011	19002580-4760-4182-8367-300929093000	ACTIVITY BASED DEPR	9746131646		BROOKS MA	Yes	2,000.00	2000.00	2000.000	H-Hours	2,000,000.00
DOKS080117	DFAS	Active	10/01/2016	6646E248-2A0E-462D-600F-090A08640954	ACTIVITY BASED DEPR	943136464		BROCKS MA	Tes	4,000,00	3000.00	1100,000	H-H009	2,800,800,80
OOK9080117	DEAG	Active	10/01/2016	645AF100 F494-4542-90E3-409065007966	ACTIVITY BASED DEPT	943136464		BROOKS MA	795	9,000,00	4000.00	1100.000	H-Hours	2,000,000,00
IOOKS080117	DPAS	Active	16/24/2019	84992420-0075-4908-9001-860873846892	ACTIVITY BASED DEPR	943136464		BROOKS MA	Yes	1,100.00	75.00	1100.000	H-Hous	2,800,800.80
OOKS000117	DEAG	Active	16/28/2015	97FC5EF2-1511-4AB6-A401-016EFA9DABCF	ACTIVITY BASED DEPR	943136464		BROOKS MA	Tes	1,025.00	4975.00	1100.000	H-House	2,000,000,00
00K9080117	0643	Active	11/09/2011	88C18F99-9E40-4283-BA7E-36F6E98QA057	ACTIVITY BASED DEPR	943136464		BROOKS MA	Yes	1,000.00	1000.00	1100.000	H-Hours	2,800,800.80
		06/28/2023 12/37		1664										
		For Official Use Co		100										

Note

To reach the optional fields, refer to the Maintenance Asset Utilization Inquiry — Field Selection page.



2. Select . The **Maintenance Asset Utilization Inquiry — Criteria** page appears.

Search the Results

- Select the empty field Find | Next
- 2. Enter the characters or words to search. *Entries are not case sensitive.*
- 3. Select Find to search for the entry. The entry appears highlighted in the file.
- 4. Select Next to find the next matching value. This feature is available if multiple results are found.

View the Maintenance Asset Utilization Detail

Select the desired Maintenance Asset Utilization row. The Maintenance Asset Utilization Inquiry Detail — Asset Utilization page appears.





Select Fields for the Maintenance Asset Utilization Inquiry

Navigation

Inquiries > Utilization > Asset Utilization > Search Criteria > Fields > Maintenance Asset Utilization Inquiry Fields Selection page

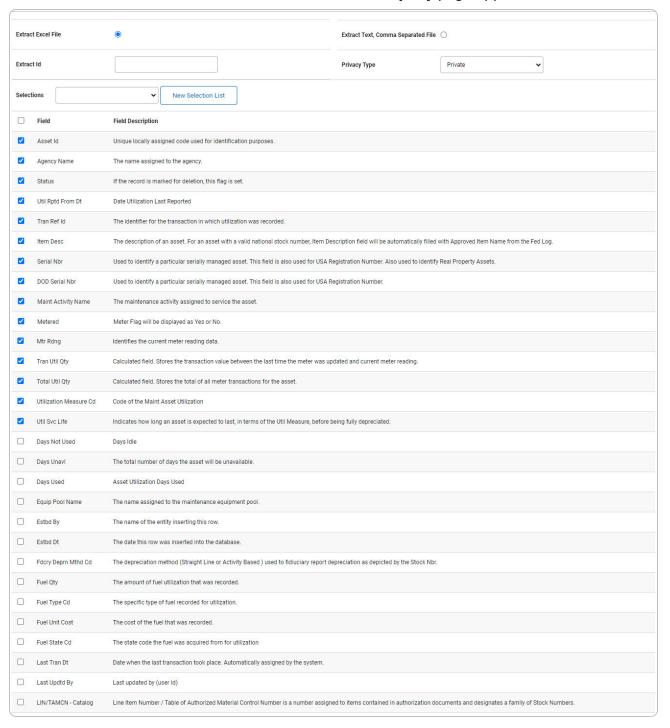
Procedures

Choose the Extracted Inquiry File Details

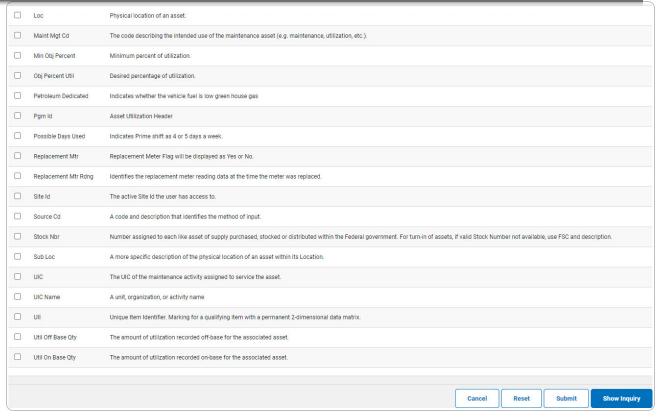
Selecting at any point of this procedure removes all revisions and closes the page, whereas selecting returns all fields to the default "All" setting. **Bold** numbered steps are required.



1. Select . The Maintenance Asset Utilization Inquiry page appears.







2. Choose the desired file type:

• Click to select Extract Excel File. The extracted file on the **View Inquiry Extract** page is an .XLS file.

OR

Click to select Extract Text, Comma Separated File. *The extracted file on the* **View Inquiry Extract** page is a .CSV file.

- 3. Enter an unique identifier in the Extract ID field provided. This adds the identifier to the link on the **View Inquiry Extract** page, and does not change the file name.
- 4. Use to select the Privacy Type.

Add a Selection List

1. Select New Selection List . The page refreshes, and Selections changes from a drop-down field to a text field.







Note

Selecting Cancel Selection at any time from this point of the procedure removes all revisions and returns My Selections to a drop-down field.

2. Select Add Selection List . The page refreshes, and the selected list is added. Add Selection List is replaced by Update Selection List and Delete Selection List .

Select for small volumes of data. The **Maintenance Asset Utilization Inquiry**— **Results** page appears.

3. **OR**

Select for large volumes of data. The **Maintenance Asset Utilization Inquiry Transaction Status** page appears.

Use a Predetermined Field Selection List

1. Use to display the Selection List.



Select for small volumes of data. The Maintenance Asset Utilization Inquiry — Results page appears.

2.

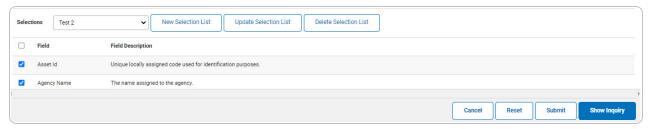


OR

Select submit for large volumes of data. The **Maintenance Asset Utilization Inquiry Transaction Status** page appears.

Update a Selection List

1. Use to select the desired Selection List. The page refreshes, the search criteria fields change, and New Selection List is joined by Update Selection List and Delete Selection List.



2. Select Update Selection List . The page refreshes.

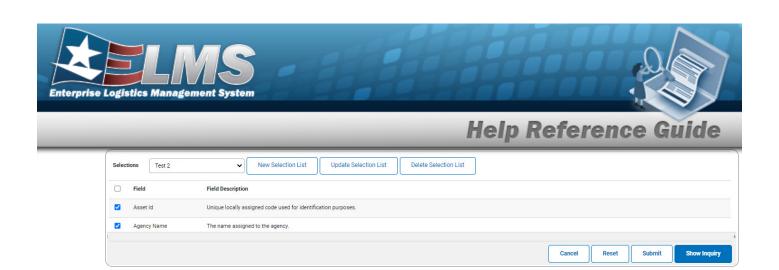
Select for small volumes of data. The **Maintenance Asset Utilization Inquiry**- **Results** page appears.

3. **OR**

Select submit for large volumes of data. The **Maintenance Asset Utilization Inquiry Transaction Status** page appears.

Delete a Selection List

1. Use to select the desired Selection List. The page refreshes, the search criteria fields change, and New Selection List is joined by Update Selection List and Delete Selection List.



2. Select ______. The page refreshes and the list is immediately deleted.

Modify the Fields Used for the Inquiry

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

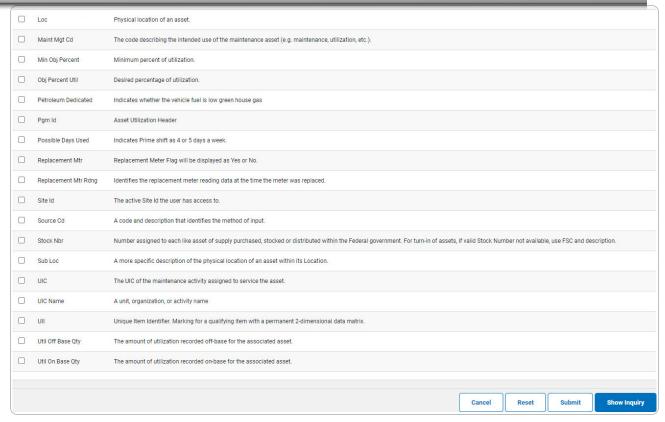
One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting.



1. Select . The Maintenance Asset Utilization Inquiry page appears.

Extract Excel File		Extract Text, Comma Separated File						
Extract Id		Privacy Type Private •						
Select	tions	▼ New Selection List						
	Field	Field Description						
Z	Asset Id	Unique locally assigned code used for identification purposes.						
Z	Agency Name	The name assigned to the agency.						
Z	Status	If the record is marked for deletion, this flag is set.						
~	Util Rptd From Dt	Date Utilization Last Reported						
~	Tran Ref Id	The identifier for the transaction in which utilization was recorded.						
~	Item Desc	The description of an asset. For an asset with a valid national stock number, Item Description field will be automatically filled with Approved Item Name from the Fed Log.						
~	Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number. Also used to identify Real Property Assets.						
~	DOD Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number.						
<u>~</u>	Maint Activity Name	The maintenance activity assigned to service the asset.						
Z	Metered	Meter Flag will be displayed as Yes or No.						
	Mtr Rdng	Identifies the current meter reading data.						
~	Tran Util Qty	Calculated field. Stores the transaction value between the last time the meter was updated and current meter reading.						
Z	Total Util Qty	Calculated field. Stores the total of all meter transactions for the asset.						
	Utilization Measure Cd	Code of the Maint Asset Utilization						
☑	Util Svc Life	Indicates how long an asset is expected to last, in terms of the Util Measure, before being fully depreciated.						
	Days Not Used	Days Idle						
	Days Unavl	The total number of days the asset will be unavailable.						
	Days Used	Asset Utilization Days Used						
	Equip Pool Name	The name assigned to the maintenance equipment pool.						
	Estbd By	The name of the entity inserting this row.						
	Estbd Dt	The date this row was inserted into the database.						
	Fdcry Deprn Mthd Cd	The depreciation method (Straight Line or Activity Based) used to fidiuciary report depreciation as depicted by the Stock Nbr.						
	Fuel Qty	The amount of fuel utilization that was recorded.						
	Fuel Type Cd	The specific type of fuel recorded for utilization.						
0	Fuel Unit Cost	The cost of the fuel that was recorded.						
	Fuel State Cd	The state code the fuel was acquired from for utilization						
	Last Tran Dt	Date when the last transaction took place. Automatically assigned by the system.						
	Last Updtd By	Last updated by (user Id)						
	LIN/TAMCN - Catalog	Line Item Number / Table of Authorized Material Control Number is a number assigned to Items contained in authorization documents and designates a family of Stock Numbers.						





2. Select the fields required for the inquiry. *The 15 fields are automatically selected.*

Note



The number of fields selected determines the amount of data returned from the database. The more data returned, the longer the inquiry takes.

Select for small volumes of data. The **Maintenance Asset Utilization Inquiry**— **Results** page appears.

3. **OR**

Select for large volumes of data. The Maintenance Asset Utilization Inquiry Transaction Status page appears.



View the Maintenance Asset Utilization Inquiry Detail — Asset Utilization

Navigation

Inquiries > Utilization > Asset Utilization > Search Criteria > Search Results > Inquiry Row hyperlink > Maintenance Asset Utilization Inquiry Detail — Asset Utilization page

Procedures

Export the Maintenance Asset Utilization Inquiry Details — Asset Utilization

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Verify the Asset Utilization Detail tab.



- 2. Select to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
- 3. Follow the prompts provided by the computer.
- 4. Select . The **Maintenance Asset Utilization Inquiry Criteria** page appears.

Search the Results

- Select the empty field Find | Next
- 2. Enter the characters or words to search. *Entries are not case sensitive*.



- 3. Select Find to search for the entry. *The entry appears highlighted in the file.*
- 4. Select Next to find the next matching value. This feature is available if multiple results are found.

