



Search for a Maintenance Program — Criteria

Overview

The Maintenance and Utilization module Maintenance Program process provides the ability to create or update Maintenance Program information.

Navigation

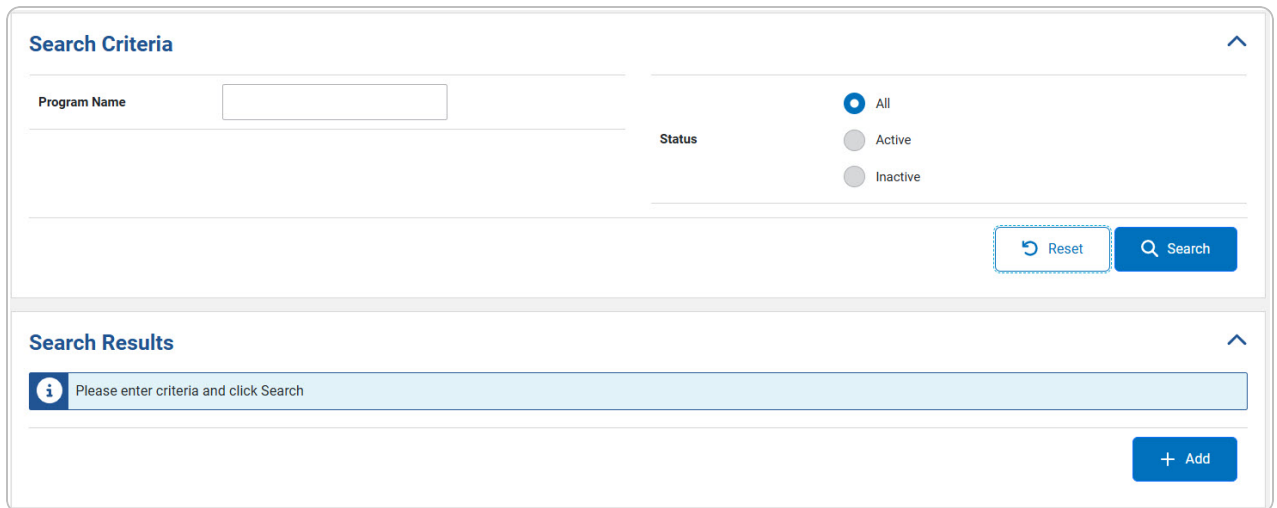
Master Data > Maintenance Program > Maintenance Program Search page

Procedures

Search for a Maintenance Program

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 panel, narrow the results by entering one or more of the following optional fields.



The screenshot shows the 'Search Criteria' panel with a 'Program Name' text input field and a 'Status' section with three radio buttons: 'All' (selected), 'Active', and 'Inactive'. Below these are 'Reset' and 'Search' buttons. The 'Search Results' panel below shows a message: 'Please enter criteria and click Search' with an information icon. A '+ Add' button is at the bottom right of the results panel.





Help Reference Guide

2. Select . The results appear in the Search Results grid.

Search Criteria

Program Name

Status

☒ All
☐ Active
☐ Inactive

Reset
Search

Search Results

Options
Add
Edit

☐	Program Name	Status	Agency	FAST
☐	Func-2 Program	Active	D2 - DEFENSE FINANCE AND ACCOUNTING SERVICE	No
☐	FUNC-2 Program	Active	D2 - DEFENSE FINANCE AND ACCOUNTING SERVICE	No
☐	SHIELD	Active	D2 - DEFENSE FINANCE AND ACCOUNTING SERVICE	Yes

10 items per page
1 - 3 of 3 items





Add a Maintenance Program

Navigation

Master Data > Maintenance Program > Search Criteria >  > Add Maintenance Program page

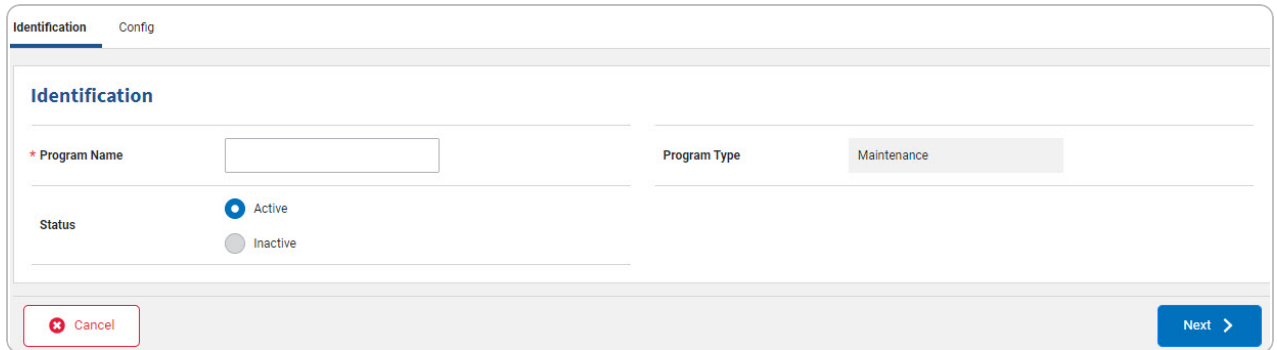
Procedures

Add a Maintenance Program

Selecting  at any point of this procedure removes all revisions and closes the page.

Selecting  retains the information and returns to the previous page. **Bold** numbered steps are required.

1. Select . The **Add Maintenance Program** page appears.



- A. Enter the Program Name in the field provided. *This is a 20 alphanumeric character field.*

Select . The **CONFIG** tab opens.

B.

OR

Select the Config tab.





Help Reference Guide

Identification **Config**

Settings

Utilization Variance (%)	☐ Uses PMC - Partially Mission Capable
Fuel Quantity	☐ FMC - All sub work orders default to FMC
* Agency Code Select an Item	☒ NMCM - All sub work orders default to NMCM when the 'avail date' is populated
Catalog FUNC-2 - ADAP1	WO Util Required ☐ Yes
☐ Allow Maintenance Only Assets	☒ No
☐ Uses TCTO/Service Bulletins	Schedules Updates maint schedules a...

Readiness Reporting

* Readiness Report

FAST Reporting

☐ FAST Reportable

FAST Manager Addr

- a. Complete the Settings grid.
 1. Use ▼ to select the Agency Code.
 2. Use ▼ to select the Catalog.
- b. Complete the Readiness Reporting grid

Use ▼ to select the Readiness Report.
- c. Complete the FAST Reporting grid.

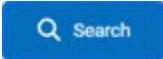
2. Select . The **Add Maintenance Program** page closes and  Maintenance Program updated successfully appears as the entry is added to the Search Results grid.





Update a Maintenance Program

Navigation

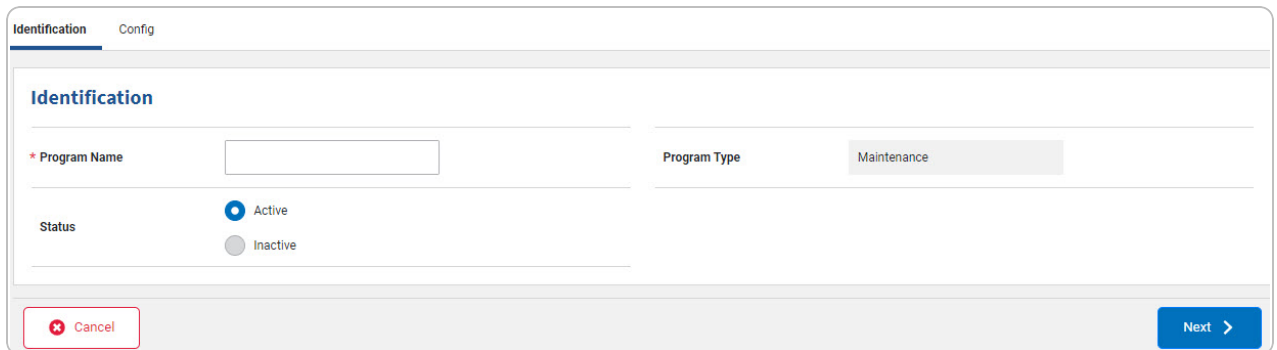
Master Data > Maintenance Program > Search Criteria >  > Search Results >  > Maintenance Program Update page

Procedures

Update a Maintenance Program

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

1. Select . The **Update (Add) Maintenance Program** page appears.

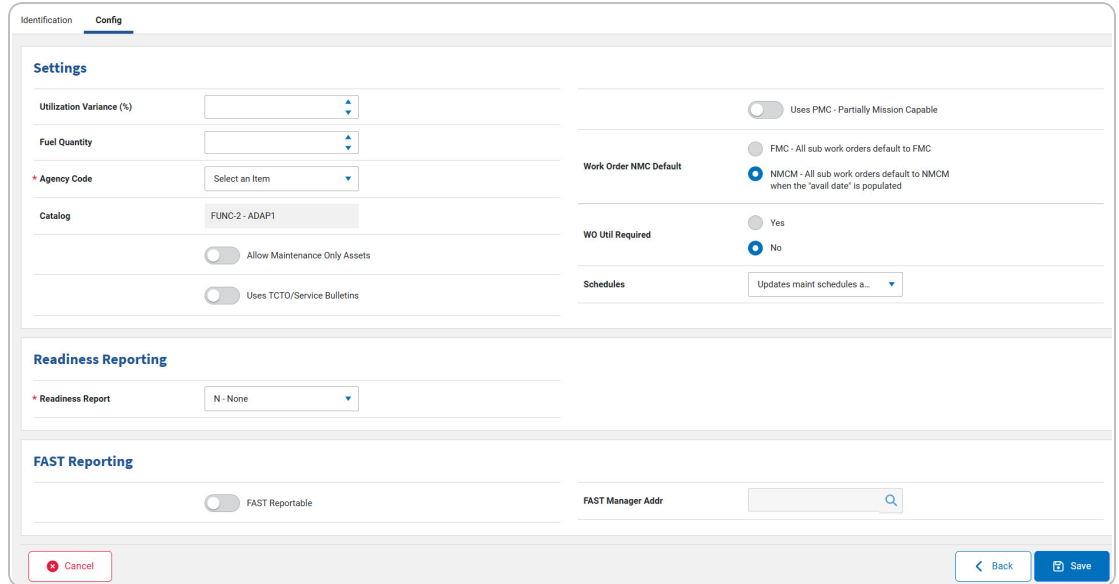


- A. Update the Program Name, entering the revised name in the field provided. *This is a 20 alphanumeric character field.*
 - B. Verify the Status contains the appropriate  or . *This indicates the status that will determine the type of entries that will appear in the Search Results grid.*
 - C. Verify the Program Type.
- Select . The CONFIG tab opens.
- D. **OR**





Select the Config tab.



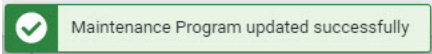
a. *Update the Settings grid.*

1. Update the Agency Code, using ▼ to select the desired code.
2. Update the Catalog, using ▼ to select the desired catalog.

b. *Update the Readiness Reporting grid*

Update the Readiness Report, using ▼ to select the desired status.

c. *Update the FAST Reporting grid.*

2. Select . The **Update a Maintenance Program** page closes and  appears as the revised entry is added to the Search Results grid.

