



# Search for a Maintenance Asset Utilization Record — Criteria

## Overview


The Maintenance and Utilization module Maintenance Asset Utilization Record process provides the ability to add, update, and delete utilization records. The process allows the input of data, cumulative utilization, and fuel used for a period of time. Only records that exist on the MAM and have a Maintenance Management Code of UTL or MAU are visible, provided the operating personnel has access to the asset.

## Navigation

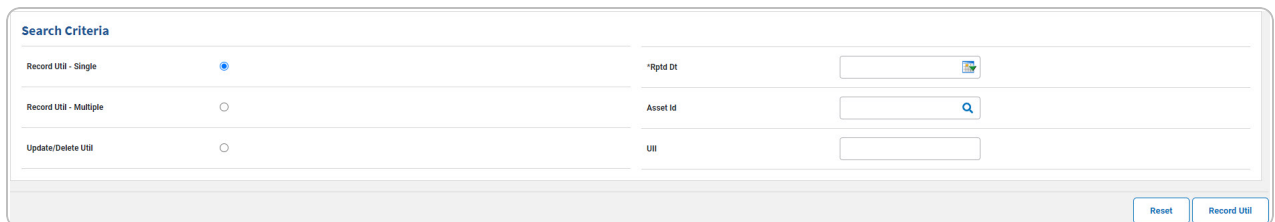
Utilization > MAINT ASSET UTIL > Maintenance Asset Utilization Record Search Criteria page


## Procedures

### Search for a Maintenance Asset Utilization Record — Criteria — Record UTIL - Single

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 grid, the Record UTIL - Single is selected by default .




- Use  to select the RPTD DT, or enter the date (MM/DD/YYYY) in the field provided.
- Narrow the results by entering one of the following fields.





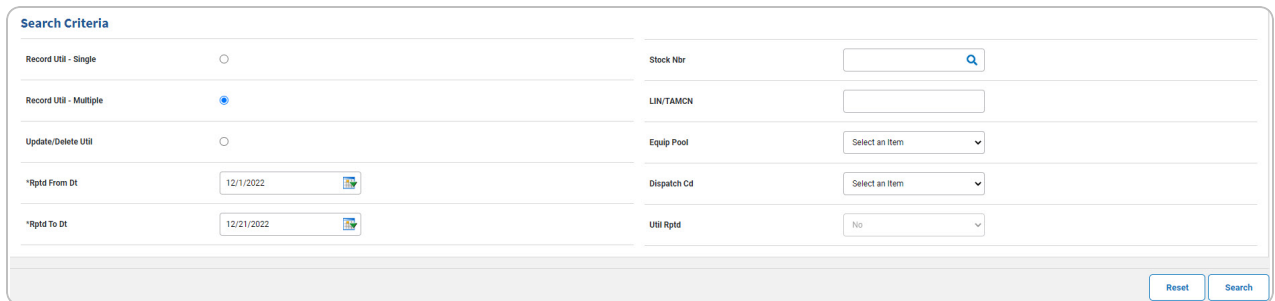
## Help Reference Guide




- Enter the ASSET ID, or use  to browse for the entry. *This is a 12 alpha-numeric character field.*
- Enter the UII in the field provided. *This is a 50 alphanumeric character field.*

2. Select . The **Maintenance Asset Utilization Record** page appears.

### Search for a Maintenance Asset Utilization Record – Criteria – Record UTIL - Multiple

1. In the Search Criteria grid, select the Record UTIL - Multiple ☐.



- Use  to select the RPTD FROM DT, or enter the date (MM/DD/YYYY) in the field provided.
  - Use  to select the RPTD TO DT, or enter the date (MM/DD/YYYY) in the field provided.
  - Narrow the results by entering one of the following optional fields.
2. Select . The **Search for a Maintenance Asset Utilization – Results** page appears.





## Help Reference Guide

### Search Criteria

Rptd From Dt  
12/1/2022

Stock Nbr  
839757589092

Equip Pool  
--

Util Rptd  
NO

Rptd To Dt  
12/22/2022

LIN/TAMCN  
--

Dispatch Cd  
--

### Search Results

Select/Deselect	Asset Id	Metered	Mtr Rdnng	Total Util Qty	Util Measure Cd	Stock Nbr	Serial Nbr	Secondary Serial Number	Ull	Equip Pool	Dispatch Cd	Item Desc	LIN/TAMCN	Loc	Fdcry Depm Mthd Cd
<input type="checkbox"/>	BROOKS000117	Yes	1100.00	1100.00	H - Hours	839757589092	943136464				N - No Dispatch	ACTIVITY BASED DEPR	AB1234	AREA7	AB - Activity Based
<input type="checkbox"/>	BROOKS000120	Yes	3200.00	3200.00	H - Hours	839757589092	943164				N - No Dispatch	ACTIVITY BASED DEPR	AB1234	AREA7	AB - Activity Based

Cancel

Record Util

## Search for a Maintenance Asset Utilization Record — Criteria — Record UTIL - Update/Delete Util

- In the Search Criteria grid, select the Record UTIL - Update/Delete ☐.

### Search Criteria

Record Util - Single ☐

Record Util - Multiple ☐


Update/Delete Util ☒

\*Rptd Dt

Asset Id

Ull

Reset
Search

- Use  to select the RPTD DT, or enter the date (MM/DD/YYYY) in the field provided.
- Narrow the results by entering one of the following optional fields.

- Select . The **Search for a Maintenance Asset Utilization — Results** page appears.





## Help Reference Guide

**Search Criteria**

Rptd Dt: 1/30/2018      Asset Id: BROOKS000097      Util: --

**Search Results**


Asset Id	Tran Ref Id	Rptd Dt	Updtd By	Metered	Mtr Rng	Tran Util Qty	Util Measure Cd	Stock Nbr	Serial Nbr	Secondary Serial Number	Util	Item Desc	LIN/TAMCN	Loc	Fdcy Deprn Mthd Cd	Locked By Dispatch
<a href="#">Update</a> <a href="#">Delete</a> BROOKS000097	BROOKS000097-013020181640545197500	01/30/2018	GMSA-DPASTFSS	Yes	10400.00	7443.00	M - Miles	89688968	94131064		LDN00367BROOKS000097	M AND U ASSETS	AB1234	TAGTEST	SL - Straight Line	No


[Cancel](#)

### Add a Maintenance Asset Utilization Record - Single

- In the Search Criteria grid, the Record UTIL - Single is selected by default .


**Search Criteria**

Record UTIL - Single ☒      \*Rptd Dt:  

Record UTIL - Multiple ☐      Asset Id:  

Update/Delete UTIL ☐      Util:

[Reset](#) [Record Util](#)


- Use  to select the RPTD DT, or enter the date (MM/DD/YYYY) in the field provided.
- Narrow the results by entering one of the following optional fields.

- Select [Record Util](#). The **Maintenance Asset Utilization Record** page appears.


### Add a Maintenance Asset Utilization Record - Multiple



- In the Search Criteria grid, select the Record UTIL - Multiple ☐.



**Search Criteria**

Record UTIL - Single ☐      Stock Nbr:  


Record UTIL - Multiple ☒      LIN/TAMCN:

Update/Delete UTIL ☐      Equip Pool:  

\*Rptd From Dt:        Dispatch Cd:  

\*Rptd To Dt:        Util Rptd:  



[Reset](#) [Search](#)

- Use  to select the RPTD FROM DT, or enter the date (MM/DD/YYYY) in the field provided.





## Help Reference Guide


- Use  to select the RPTD To DT, or enter the date (MM/DD/YYYY) in the field provided.
  - Narrow the results by entering one of the following optional fields.
2. Select . The **Search for a Maintenance Asset Utilization — Results** page appears.

### Search Criteria

Rptd From Dt 1/1/2023	Stock Nbr 839757589092	Equip Pool --	Util Rptd NO
Rptd To Dt 1/5/2023	LIN/TAMCN --	Dispatch Cd --	

### Search Results

Select/Deselect	Asset Id	Metered	Mtr Rdng	Total Util Qty	Util Measure Cd	Stock Nbr	Serial Nbr	Secondary Serial Number	Ull	Equip Pool	Dispatch Cd	Item Desc	LIN/TAMCN	Loc	Fdcry Deprn Mthd Cd
<input type="checkbox"/>	<a href="#">BROOKS000117</a>	Yes	1100.00	1100.00	H - Hours	839757589092	943136464				N - No Dispatch	ACTIVITY BASED DEPR	AB1234	AREA7	AB - Activity Based
<input type="checkbox"/>	<a href="#">BROOKS000120</a>	Yes	3200.00	3200.00	H - Hours	839757589092	943164				N - No Dispatch	ACTIVITY BASED DEPR	AB1234	AREA7	AB - Activity Based

3. Click ☐ to select the entry. The ☒ appears when the entry is selected.
4. Select . The **Maintenance Asset Utilization Record** page appears.





# Add the Maintenance Asset Utilization Record(s)

## Navigation

Utilization > MAINT ASSET UTIL > Search Criteria > *VARIOUS PROCEDURAL STEPS* >

[Record Util](#)

> Maintenance Asset Utilization Record Add page

## Procedures

### Add a Maintenance Asset Utilization Record — Record UTIL - Single

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

1. Select [Record Util](#). The **Maintenance Asset Utilization Record Add** page appears.

Mass Rptd Dt	<input type="text"/>	History Remarks	<input type="text"/>
Mass Fuel Type Cd	<input type="text" value="Select an Item"/>	<a href="#">Change</a>	
Mass Fuel Unit Cost	<input type="text"/>		

#### Note



The Mass FUEL TYPE CD field appears when the selected assets have the same Fuel Codes.

#### Helpful Tip

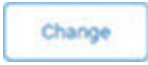


For Single Entries within a Single Record, disregard the above fields. The Mass Update section is for updating multiple entries at the same time.  
For Multiple Entries within a Single Record, the Mass Update Section allows changing all entries at one time.

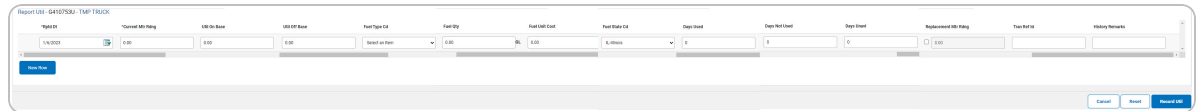




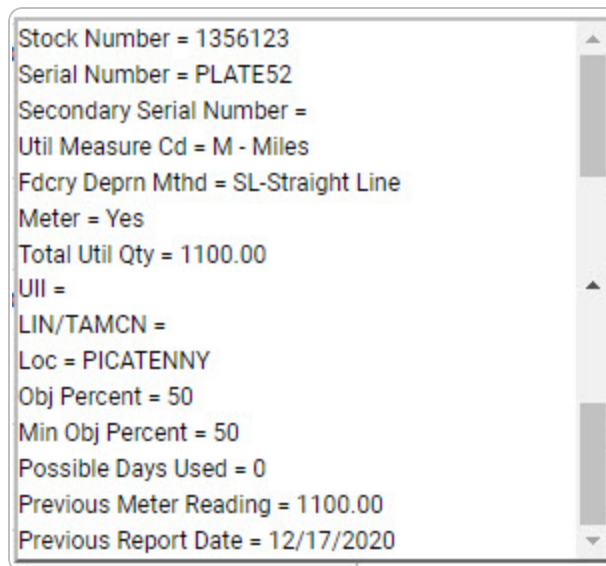
## Help Reference Guide

Revise the desired fields in the Mass Update Section and select . *All entries display the changes.*


### A. Complete the Report UTIL grid.



- a. Hover over the ASSET ID. *The details for that asset appear in a pop-up window.*



Stock Number = 1356123  
 Serial Number = PLATE52  
 Secondary Serial Number =  
 Util Measure Cd = M - Miles  
 Fdcry Deprn Mthd = SL-Straight Line  
 Meter = Yes  
 Total Util Qty = 1100.00  
 UII =  
 LIN/TAMCN =  
 Loc = PICATENNY  
 Obj Percent = 50  
 Min Obj Percent = 50  
 Possible Days Used = 0  
 Previous Meter Reading = 1100.00  
 Previous Report Date = 12/17/2020

- b. Update the RPTD DT, using  or entering it (MM/DD/YYYY) in the field provided.
- c. Enter the CURRENT MTR RDNG in the field provided. *This is a 12 numeric character field.*

#### Note



The CURRENT MTR RDNG field appears when the asset is metered.

#### Helpful Tip



The sum of the UTIL ON BASE and the UTIL OFF BASE must equal the difference between the PREV MTR RDNG and the CURRENT MTR RDNG.







Therefore,  $\text{CURRENT MTR RDNG} - \text{PREV MTR RDNG} = \text{UTIL ON BASE} + \text{UTIL OFF BASE}$

### Note

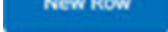


The FUEL TYPE CD, FUEL QTY, Fuel Unit Cost, and FUEL STATE CD fields become available when the fuel code default value exists.

### Note



If the utilization does not record fuel usage, set the FUEL TYPE CD to *Select an Item*.

- d. Select  to enter the another Asset Utilization Record for the same asset. *A new entry line appears. Repeat Steps b-o.*


2. Select . The **Maintenance Asset Utilization Transaction Status** page appears.

## Add a Maintenance Asset Utilization Record — Record UTIL - Multiple

### Note



To record utilization for multiple assets, all selected assets must have the same meter code.

- Use ☐ to select the desired entry(s). The ☒ appears when the entry is selected. Repeat Step 1 as many times as needed.
- Select . The **Maintenance Asset Utilization Record Add** page appears.

Mass Rptd Dt	<input type="text"/>	History Remarks	<input type="text"/>
Mass Fuel Unit Cost	<input type="text"/>		

- Complete the Mass Update Grid.








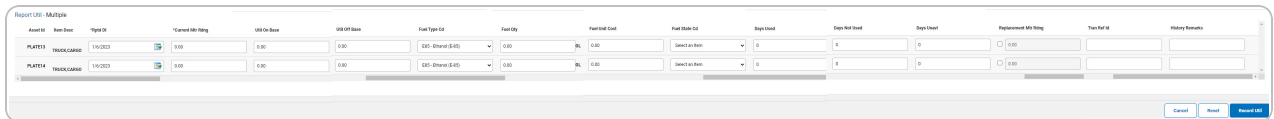
## Help Reference Guide

### Note




Complete the Mass Update Grid to revise multiple assets at once.

4. Select . All below Utilization entries display the above changes.
5. Complete the Report UTIL - Multiple grid.



Asset ID	Asset Name	Report Date	Report Date Range	UTIL On Base	UTIL Off Base	Fuel Type CD	Fuel Qty	Fuel Unit Cost	Fuel State CD	Days Used	Days Not Used	Days Used	Days Not Used	Replacement Mileage	Transaction	History Remarks
PLANT01	TRUCK CARGO	1/1/2013	1/1/2013 - 1/1/2013	0.00	0.00	000 - Other (0-00)	0.00	0.00	000 - Other (0-00)	0	0	0	0	0.00		
PLANT04	TRUCK CARGO	1/1/2013	1/1/2013 - 1/1/2013	0.00	0.00	000 - Other (0-00)	0.00	0.00	000 - Other (0-00)	0	0	0	0	0.00		

- A. Update the RPTD DT, using  or entering the date (MM/DD/YYYY) in the field provided.
- B. Enter the CURRENT MTR RDNG in the field provided. *This is a 12 numeric character field.*

### Helpful Tip



The sum of the UTIL ON BASE and the UTIL OFF BASE must equal the difference between the PREV MTR RDNG and the CURRENT MTR RDNG.  
Therefore,  $\text{CURRENT MTR RDNG} - \text{PREV MTR RDNG} = \text{UTIL ON BASE} + \text{UTIL OFF BASE}$

### Note



The FUEL TYPE CD, FUEL QTY, Fuel Unit Cost, and FUEL STATE CD fields become available when the fuel code default value exists.

### Note



If the utilization does not record fuel usage, set the FUEL TYPE CD to *Select an Item*.

6. Select . The **Maintenance Asset Utilization Transaction Status** page appears.




## Update a Maintenance Asset Utilization Record

## Navigation

Utilization > MAINT ASSET UTIL > Search Criteria >  > Search Results > Update  
hyperlink > Maintenance Asset Utilization Record Update page

## Procedures

## Update a Maintenance Asset Utilization Record

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

1. Select the Update hyperlink. The **Update an Asset Utilization Record** page appears.

Update

Account ID

123456789

Bank Name

1234567

Bank Ref

XXXXXXXXXX

Secondary Bank Number

Contribution Ref

123456

Lat

45.421089

Filing System Method Cat

St. Straight Line

Bank Desc

1234

USD Message Cat

01 - Sales

USD Doc Code

0100

Possible Days Count

0

DR

Days Permitted

30

Min Days Permitted

25

Proc-Web Rating

140.00

Next Web Rating

210.00

Total-Web Qty

001.000

Proc-Aggr ID

0010012019

Trans Ref ID

123456789012345678901234567890

Aggr ID

01/01/2019

Current Web Rating

200.00

Replacement Web Rating

0.00

Fuel Type Cat

00 - Diesel

Fuel Cost Cat

0.00

Fuel Qty

00.00

Fuel State Cat

00 - Fueling

Days Count

0

Days Not Count

0

Days Count

0

USD On-Bank

10.00

USD Off-Bank

01.00

Webbing Remarks

0000010 - Receipt Equip Transfer to

Cancel

Reset

Save

- A. Select . The **View the Maintenance Asset Utilization Record Transaction Status** page appears.



Utilization > MAINT ASSET UTIL > Search Criteria > [Search](#) > Search Results > Delete  
hyperlink > Maintenance Asset Utilization Record Delete page

## Delete a Maintenance Asset Utilization Record

Cancel

- |  |                          |                          |                                     |
|--|--------------------------|--------------------------|-------------------------------------|
| To complete delete action, select Delete, otherwise, select Cancel |                          |                          |                                     |
| Delete   |                          |                          |                                     |
| Asset ID   | 1108PAPJLZ               | Total Mile Day           | 1205.85                             |
| Stock Mile   | 11081108                 | Proc-Appl On             | 29/10/2018                          |
| Serial Mile  | 485123                   | Trac-Ref ID              | 1108PAPJLZ-09-1021-W022-W0220000    |
| Secondary Serial Number  |                          | Appl On                  | 29/10/2018                          |
| Construction Mile  | 120436                   | Current Mile Reading     | 11100.00                            |
| Lot  | 8L24 15                  | Replacement Mile Reading | 0.00                                |
| Police Report Referral ID  | SL Through Low           | Prod Type ID             | 32 - Other                          |
| Item Date  | 1/10/17 040500 P.M.P.M.J | Prod Unit Code           | 800.00                              |
| Unit Mileage ID  | 01 - Sales               | Prod Qty                 | 4.00                                |
| Unit Test Life   | 00000.00                 | Prod Miles ID            | SL Through Low                      |
| Preceding Days Used  | 0                        | Days Used                | 0                                   |
| SR   |                          | Days Not Used            | 0                                   |
| Qty Percent  | 00                       | Days Used                | 0                                   |
| Mile Qty Percent   | 10                       | Unit On Road             | 0.00                                |
| Proc Mile Reading  | 11100.00                 | Unit Off Road            | 00.00                               |
| Next Mile Reading  | 11010.00                 | History Remarks          | 750000% - Backfill Equip-Master Key |
| <div>Cancel</div> <div>Save</div>                                  |                          |                          |                                     |

- Delete