



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

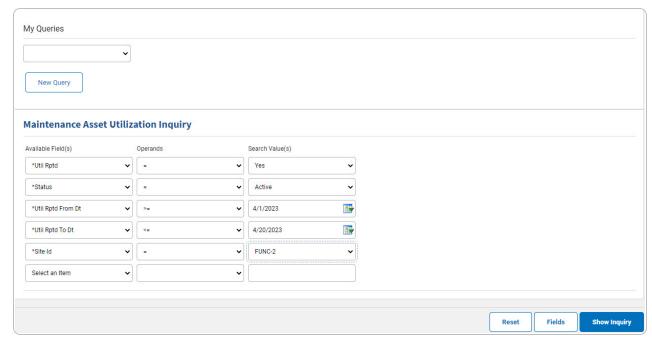
Procedures

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.

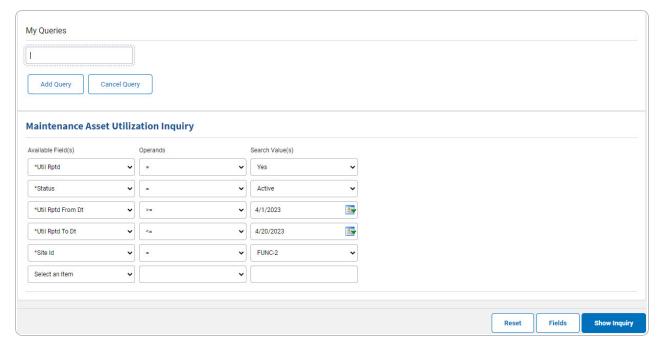
Remove an Available Field Row

- 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 cancel Query 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.

4



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

4.

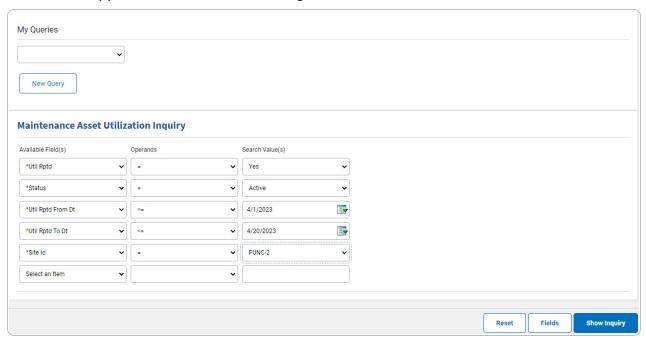
OR

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.

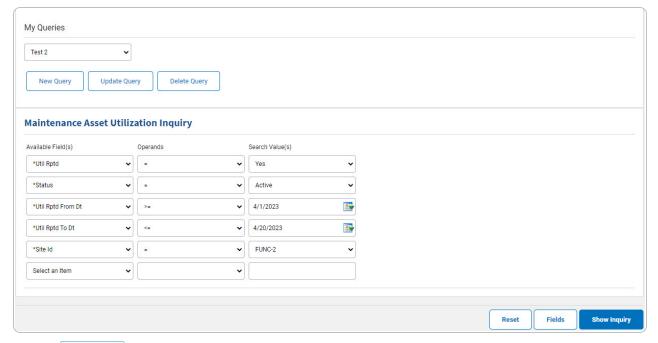
2. OR

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.

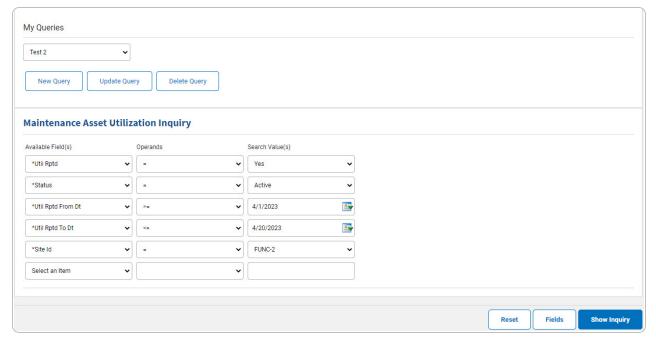
 Select Fields . The Maintenance Asset Utilization Inquiry Select Fields page appears.
- 3. OR

Select Show Inquiry — Results page appears.



Delete a My Queries Inquiry

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



2. Select Delete Query . 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														
	> ÞI 💮		Find Next											
met ld 1240090051	Agency Name DEAS	Status	Util Rptd From Dt 03/18/2022	Tran Ref ld AS704906-4681-4145-ASC2-44000A3880S2	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
11240090051	DEAG DEAG	Active Active	08/29/2015	101240090351-082820151346-83788758	PICKLETRUCK PICKLETRUCK	0M0003 0M0003		BROOKS MA BROOKS MA	No No	12,000.00	12000.00	12000.000	D - Days D - Days	10.00
11240090351	DFAS	Active	16/31/2022	A7730169-0909-4758-4802-0490F920581A	PICKLP TRUCK	04000		BROOKS MA	No.					
11240090351	0643	Active	11/17/2022	A77301E0-000-4158-4802-0410F923081A BC992FNC-E746-4858-9628-205ENANSCEG2	PICKLE TRUCK	040003		BROOKS MA	No.			12000.000 12000.000	D - Days D - Days	10.00
100K9000097	DFAS	Active	03/30/2018	BROOKS000097-0130201816-405451977500	MANDUASSETS	94121064		BROOKS MA	Yes			15000 000	M-Miles	
000000097 2000500097	DEAG	Active	11/02/2011	0776ASF6-E203-4809-A6A4-C00FC7152AEF	M AND U ASSETS	94121004		BROOKS MA		10,400.00	7443.00			15.00
000000007 8000000007	0643	ACIVE	11/03/2011	67/643/64203-4807-4844-008-07/12/43 66966036-4558-4476-6122-0383/67004022	M AND U ASSETS M AND U ASSETS	94131004		BROOKS MA	Yes Yes	1,000.00	1957.00	15405.000	M-Miles M-Miles	15.00
100K5080897	DPAS	Active	11/03/2011	6033368-7493-44ED-98A1-C4738380413	M AND U ASSETS	94131004		BROOKS MA	Teg	2957.00 790.00	790.00	10400.000	M - Miles	15.00
00K500097	DENG	Active	04/03/2018	42999C45 CF09-4762 B1F9-F60F9F279F96	M AND U ASSETS	99436134 99436134		AMERICAN AMERICAN						
0000000000 0000000000	DEAG	Active Active	16/24/2019	3110C957 A706-404A (ECD EF800F9648A)	M AND U ASSETS M AND U ASSETS	69436134 69436134		BROOKS MA BROOKS MA	Yes Yes	60 00 100.00	60.00	100.000	M-Miles M-Miles	15.00
100K500009	DEAS	Active Active	10/24/2019	\$1900357.A719-404A-9ECD-EPB00P3E45AS BROOKS000093-100520121712476899576	M AND U ASSETS M AND U ASSETS	9430134		BROOKS MA BROOKS MA	Tes Tes					
000000099	0643									1,000.00	1000.00	1550.000	M-MNs	15.00
		Active	16/05/2012	9R00K3000099-100520121723554967121	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	BM00K5000099-128120171157575336250	M AND U ASSETS	943164		BROOKS MA	Yes	1,525.00	25 00	1550.000	M+Miles	18.00
ROCKS080899	DENS	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
900K9080131	DFA3	Active	16/02/2011	9CABFESF-C010-42FF-ABD0-8AC4744CA60F	M AND U ASSETS	97431346		BROOKS MA	Yes	0.00	0.00	1900.000	M-Miles	15.00
100KS080131	DEAS	Active	10/24/2019	25153800-0AAD-414A-ABBC-693408730398	M AND U ASSETS	97431346		BROOKS MA	Yes	1,900.00	900.00	1900.000	M-Miss	15.00
ROOKS080121	0643	Active	11,02/2011	24103Ax9-44F9-4A77-90FC-9229F9711010	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	23562805-64F7-468A-9388-928277503808	M AND U ASSETS	97421346		BROOKS MA	Yes	500.00	500.00	1900.000	M - Miles	15.00
ROOKS080131	DENS	Active	11/03/2011	5AE25655-2AAE-4529-8286-8A513NERAAF5	M AND U ASSETS	97431346		BROOKS MA	Yes			1900,000	M-Mies	15.00
ROOKS080181	DFA3	Active	11/08/2011	AS7047C1-78C9-4F14-8F6C-AF340S90SFFE	M AND U ASSETS	97431346		BROOKS MA	Yes	1,000.00	0.00	1900.000	M-Mies	15.00
100K5080132	DEAS	Active	08/16/2022	40302E50-5003-4030-8806-70F182279438	M AND U ASSETS	9431346		BROCKS MA	Tes	38,000.00	34500.00	36000,000	M - Miles	15.00
ROOK9000102	DEAG	Active	10/24/2019	4464E31E-172F-4F32-9C00-40041F4E9035	M AND U ASSETS	9431345		BROOKS MA	THIS	500.00	500.00	26000.000	M - Miles	15.00
900K5080182	DPAS	Active	11/03/2011	89085996-A313-4218-9828-09A500A10006	M AND U ASSETS	9431345		BROCKS MA	Yes	1,000.00	1000.00	36000,000	M-16les	15.00
ROOKS000102	DEAG	Active	11/09/2011	F058FEAA-A52C-4C89-8730-08290808FEAF	M AND U ASSETS	9431846		BROCKS MA	Yes	0.00	0.00	36000.000	M-Miles	15.00
ROOK9000183	0643	Active	11/08/2011	860838F4-6349-4849-AFDC-CED0F09F9C08	M AND U ASSETS	9743131649		BROOKS MA	Yes	1,000.00	250.00	1000.000	M-Miles	15.00
100K5000133	DFAS	Active	11/03/2011	60323990-7805-410C-9746-44050506449A	M AND U ASSETS	9742121649		BROCKS MA	Yes	790.00	790.00	1000.000	M-18ks	15.00
R00KS080122	DENS	Active	11/09/2011	93445D3A-6920-6594-9594-539620F94599	M AND U ASSETS	9743131649		8800KS MA	705	0.00	0.00	1000,000	M-Miles	15.00
900K5080184	DFAS	Active	16/03/2012	6900K5000184100320121745641083836	M AND U ASSETS	9779764361		BROOKS MA	Yes	290.00	200.00	300,000	M-16les	15.00
DOKS080184	DEAG	Active	10/05/2012	BR00K5000184100520121744409070491	M AND U ASSETS	9779764361		BROCKS MA	Yes	300.00	100.00	300.000	M-MNs	15.00
RODKS000105	06x3	Active	02/04/2013	BROOKS000185-020420131847278890418	M AND U ASSETS	13467946		BROOKS MA	Tes	0.00	0.00	0.000	M-Miles	15.00
IOOK5000195	DPAS	Active	16/09/2012	BROOK5000185189920120796214428836	M AND U ASSETS	12457946		AM SHOORS	Yes	0.00	0.00	0.000	M - 14005	15.00
20000000105	DENG	Active	11/02/2011	670254E2-1061-4280-9009-5240982A384B	M AND U ASSETS	13467946		8800KS MA	Tes	1,000.00		0.000	M-Miles	15.00
900K9000136	DEAS	Active	11/04/2011	45C5EC1C 68E0 40AA 833A 68AFFEAFA469	M AND U ASSETS	3145976		BROOKS MA	Yes	1,000.00	1000.00	6600,000	M-Mies	15.00
OOK\$000196	DEAS	Active	11/14/2011	672601A6-063C-49A3-0508-15E4006F2EDC	M AND U ASSETS	3146976		BROOKS MA	Tes	2,000.00	1000.00	6000,000	M-Miss	15.00
00KS080136	0643	Active	12/05/2011	05AC200F-8324-49C4-938A-07253F1DA7C4	M AND U ASSETS	3146976		BROOKS MA	TVS	5,000.00	2000.00	6800.000	M-Miss	15.00
100K5080186	DPAS	Active	12/12/2011	507A6805-4554-47AG-83CG-2538A68A6953	M AND U ASSETS	2145976		BROOKS MA	Yes	6,000.00	1000.00	6000,000	M-Miss	15.00
ROOKS000116	DENS	Active	11/07/2011	07F36824-CB4E-468E-9F31-E30E4374ZQE7	ACTIVITY BASED DEPR	9746131646		BROOKS MA	Yes	1,000.00	1000.00	3000.000	H-Hours	2,800,800.90
100KS080116	DFA3	Active	11/07/2011	19002580-4760-4182-8367-300929093000	ACTIVITY BASED DEPR	9745131646		BROOKS MA	Yes	2,000.00	2000.00	9000 000	H-Hours	2,000,000.00
OOKS000117	DEAS	Active	10/01/2016	6640E248-2A0E-4620-600F-090A08640954	ACTIVITY BASED DEPR	943136464		BROOKS MA	Yes	4,000.00	3000.00	1100.000	H-Hous	2,800,000.00
00K9000117	0643	Active	10/01/2016	646AF100 F494-4542-90E2-409065207966	ACTIVITY BASED DEPR	943136464		BROOKS MA	THE	9,000,00	4000.00	1100.000	H-Hours	2,000,000.00
IOOK5080117	DPAS	Active	16/24/2019	84992420-0075-4908-9001-860873846992	ACTIVITY BASED DEPR	943136464		BROCKS MA	Yes	1,100.00	75.00	1100,000	H-Hours	2,800,000.00
DOKS080117	DEAG	Active	10/20/2016	97FC5EF9-1511-4AB6-A401-016EFA9DA0CF	ACTIVITY BASED DEPR	943126464		BROOKS MA	Tes	1,025.00	-9975.00	1100,000	H-Hours	2,000,000,00
00K8000117	0FA3	Active	11/09/2011	88018F99464042838A7636F66900A057	ACTIVITY BASED DEPR	943136464		BROOKS MA	Yes	1,000.00	1000.00	1100.000	H-Hours	2,800,000.80
		04/28/2023 12:37		144										
		For Official See Co.	v											

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

- 1. 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

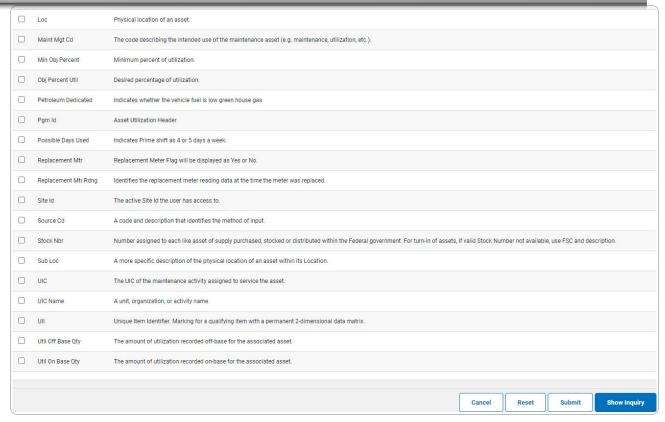
Selecting at any point of this procedure removes all revisions and closes the page, whereas selecting returns all fields to the default "All" setting. **Bold** numbered steps are required.



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

Extract Excel File		Extract Text, Comma Separated File								
Extrac	rt Id	Privacy Type Private V								
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								
0	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 fidluciary 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. 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

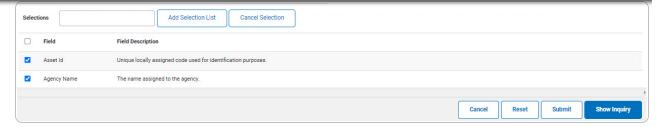
Click to select Extract Text, Comma Separated File. *The extracted file on the* **View Inquiry Extract** page is a .CSV file.

- 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.





Selecting 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.

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2.



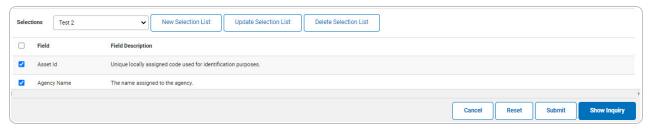


OR

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.

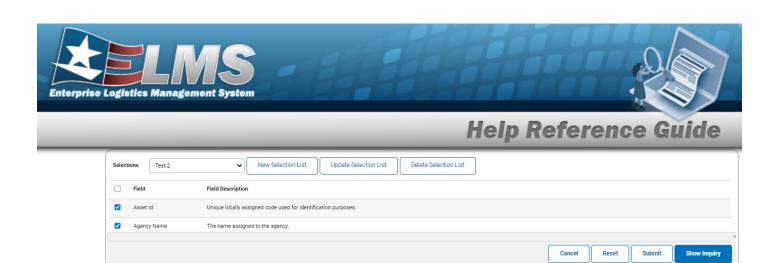
Select for small volumes of data. The **Maintenance Asset Utilization Inquiry**- **Results** page appears.

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.

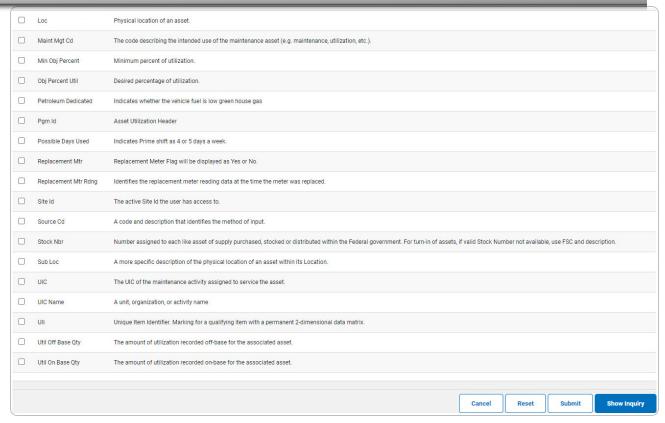
One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting.



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

Extract Excel File		Extract Text, Comma Separated File								
Extrac	rt Id	Privacy Type Private V								
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								
0	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 fidluciary 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

- 1. 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.