

Maintenance & Utilization Master Data









Presenter

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Q&A

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Ground Rules

- o **Submit questions** through the Q/A pod we will discuss them throughout the session
- Turn your volume Up and let the presentation team know if you have trouble hearing the presentation (through the question pod)
- You can maximize the presentation pod (toggle Full Screen)
- Download the presentation from the Files pod



- Master Data Background
 - Flow of Assets into M&U
 - M&U Roles
 - Master Data by Task
- Master Data Processes
 - Process Overview
 - Master Data Setup
- Questions





ASSET FLOW PA TO M&U



- Property Accountability
 - Maint Group ID
 - Stock Number
 - Maint Mngmt Assign



Stock Number Bridge

1. DPAS 2. Prope	erty Book		
Property Book All fields marked with an aste	erisk are required.		
*Athrztn Cd	L - Local authorization	Type Dsg	Q Clear Type Dsg
*ECC	Clear ECC	* Maint Grp Id	MU - MAINTUTIЦ × ▼
Min Percent Util	25	Obj Percent Util	25
Calibration Cd	N - Not Applicable	Equivalance	
Attribute(s) Template	•		





Update		
*UIC	DPAS01	
*Maint Grp Id	MU - MAINTUTIL	
External Maint Sys		
Maint Activity	GSA FAST MAINT / M67854	~
History Remarks		



- M&U Officer
 - Full access to the M&U module
- M&U Specialist
 - Create and manage Work Plans, Work Orders, Maint Teams
 - Track utilization data for profiled assets
- M&U Dispatch Officer
 - Full access to M&U module for dispatching
- M&U Dispatch Specialist
 - Create and manage operators, addresses, dispatches
 - Track utilization data for profiled assets
- M&U Data Inquiry
- M&U Reports and Forms



Master Data Processes are the foundation for other M&U procedures. They must be created prior to completing other M&U tasks.

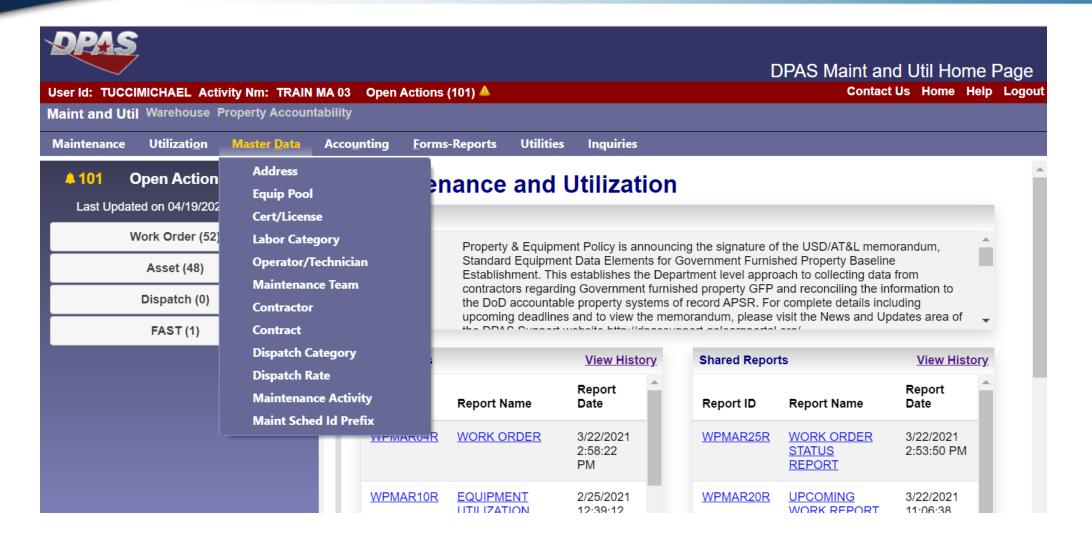
Process	W/S/S	Work Orders	Dispatch
Address	✓		✓
Contractor	*		
Contract	✓		
Cert/License		*	*
Labor Category		✓	
Operator/Technician		✓	✓
Maintenance Team		✓	
Equipment Pool			✓
Dispatch Category			*
Dispatch Rate			4



M&U Master Data Processes Demo





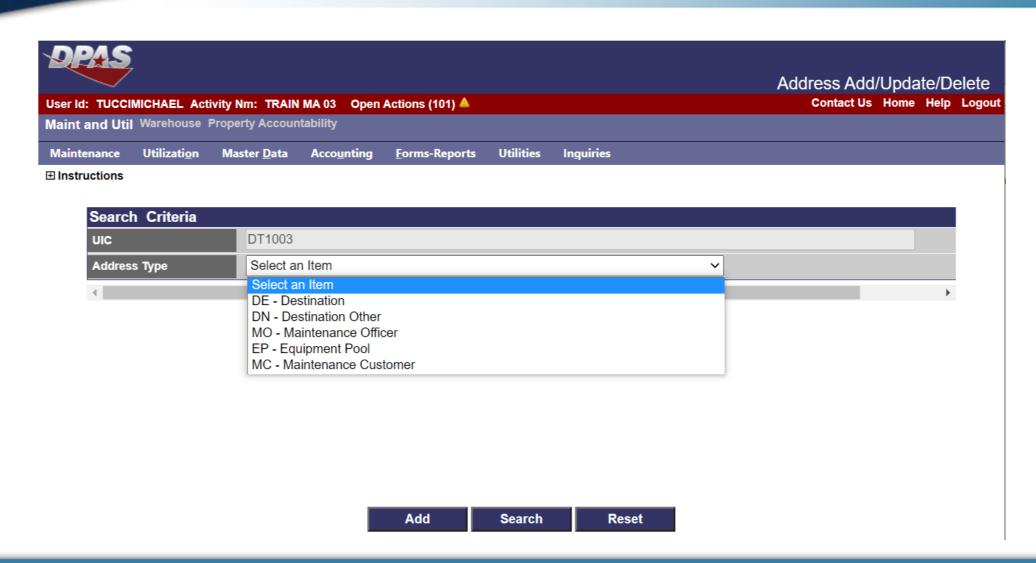




- The Address Process provides the option to add and edit locations for different types of addresses
 - DE For a government funded or unfunded external maintenance location (not our MA)
 - DN Maintenance location for warranty/service/subscription providers
 - MO Address of Maint Officer in charge of your MA
 - MC The address of the customer whose operator is using the equipment









Address Process

ser Id: TUCCIMICHAEL Act	ivity Nm: TRAIN MA 03 Open Actions (101)	A	Address Add/Update/Delete Contact Us Home Help Logo
aint and Util Warehouse			
laintenance Utilizati <u>o</u> n	Master <u>D</u> ata Acco <u>u</u> nting <u>F</u> orms-Rep	orts Utilities Inguiries	
Instructions			
Update			
*UIC	DT1003	*Address Type	EP - Equipment Pool
*POC	NATE THOMPSON	DSN	
Phone Nbr		*Activity Name	Т3
FAX Nbr		*Address 1	4640 TRINDLE RD
E-Mail Address		Address 2	
*City	CAMP HILL	*State	PA-Pennsylvania ~
ZIP Cd	17011	Country Cd	US-UNITED STATES OF AMERIC ➤
Loc		FAST Report Long/Lat	
Longitude	0	Latitude	0



- A Maintenance Activity must have one or more Equipment Pool(s) associated with it
- The Equipment Pool Process does provide the ability to add a new equipment pool address within the process



Equipment Pool Process

DPAS Fauinment Deal Add/I Indate/Delate						
User Id: TUCCIMICHAEL Activity	Equipment Pool Add/Update/Deletuser Id: TUCCIMICHAEL Activity Nm: TRAIN MA 03 Open Actions (101) ▲ Contact Us Home Help Log					
Maint and Util Warehouse Prop						
Maintenance Utilizati <u>o</u> n Ma	aster <u>D</u> ata Acco <u>u</u> nting <u>F</u> orms-Rep	orts Utilities Inguiries				
⊞ Instructions						
Update				_		
*Equip Pool Id	СТ	*Address 1	4640 TRINDLE RD			
*Equip Pool Name	CAMP HILL TRAIN	Address 2				
*Equip Pool Desc	CAMP HILL TRAIN	Loc				
		*City	CAMP HILL			
Address Search		State Cd	PA-Pennsylvania			
Hrs Of Operation		ZIP Cd	17011			
		Longitude				
Latitude		*POC	NATE THOMPSON			
*Country Cd	US-UNITED STATES OF AMERICA	*Activity Name	Т3			
Phone Nbr						
				Ť		
	U	Jpdate Cancel				

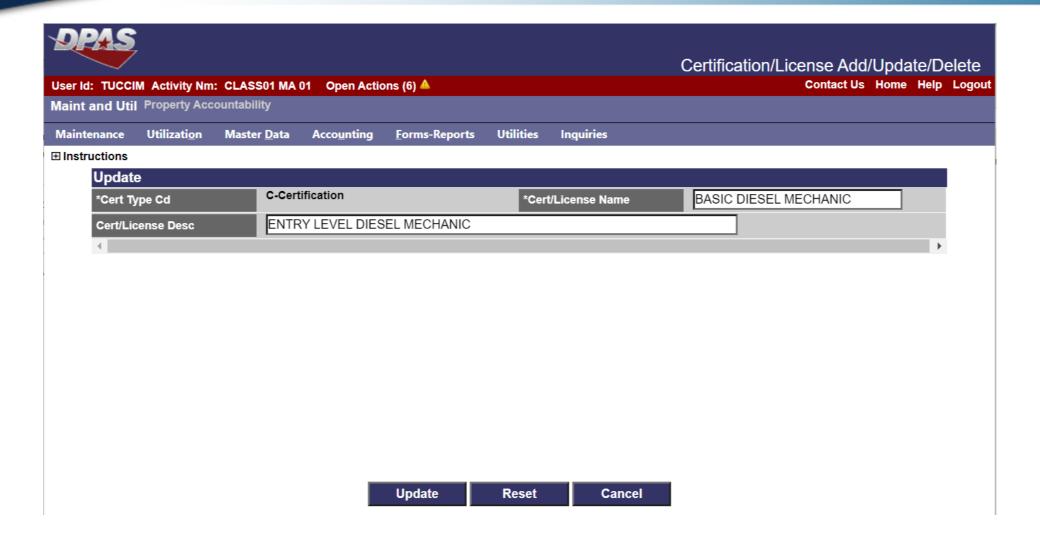
16



- Certifications can be associated with technicians responsible for maintenance tasks
- Licenses can be associated with operators of machinery
- Adding and tracking certs/licenses is optional



Cert/License Process



18



- Labor Categories are set up to track different hourly labor rates
 - There are two rate types
 - Civilian rates
 - Military rates



Labor Category Process

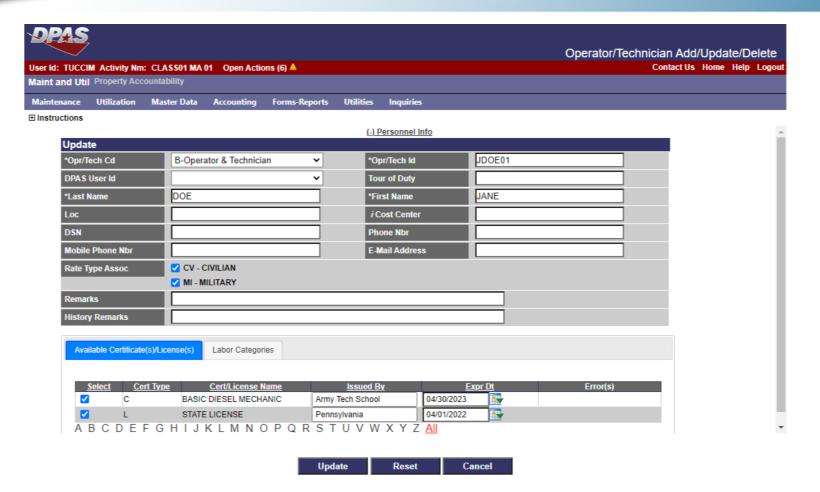
DPAS		
		Labor Category AUD
User Id: TUCCIM Activity Nm: CLASS01 MA 0	1 Open Actions (6) 📤	Contact Us Home Help Logout
Maint and Util Property Accountability		
Maintenance Utilizati <u>o</u> n Master <u>D</u> ata	Accounting Forms-Reports Utilities Inquiries	
⊞ Instructions		
Add/Update		
Labor Category	Tech1	
Labor Category Desc	Basic Diesel Engine Mechanic	
History Remarks		
Rates	Pote Time Pote Overtime Pote	
Edit Delete	Rate Type Base Rate Overtime Rate CV - CIVILIAN \$35.00 \$50.00	
<u>Edit</u> <u>Delete</u>	MI - MILITARY \$25.00 \$40.00	
	Add Reset Cancel	



- Operators and Technicians are added for the Maintenance Activity
- Operator/Techs can be associated with appropriate certs/licenses (optional)
- Operator/Techs are assigned Labor Categories

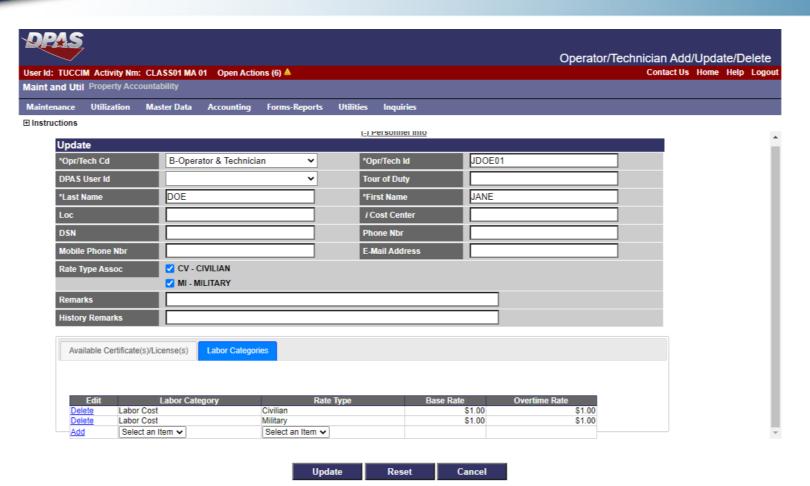


Operator/Technician Process





Operator/Technician Process

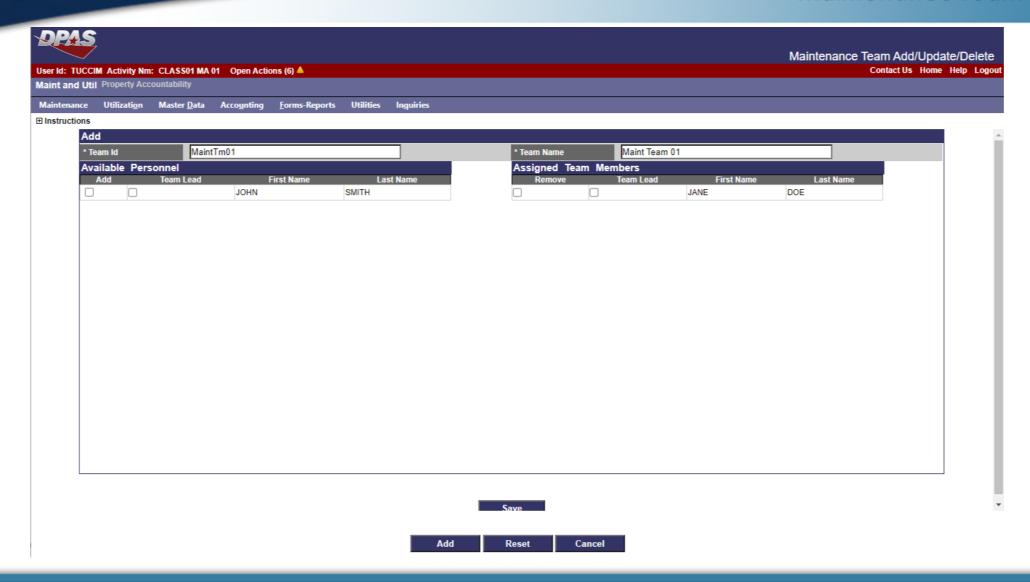




- Maintenance Teams can be setup to help organize work (optional)
- Technicians can be assigned to more than one team
- A Team Lead is assigned on each team



Maintenance Team Process





- Adding Contractors is optional
- Contractors are added at the UIC level
- Contractors added in other DPAS modules will be visible



Contractor Process

DPA	S					Contractor Add/Update/Delete
User Id: TU	JCCIM Activity Nm: CLAS	S01 MA 01 Open Actions (6) ▲				Contact Us Home Help Logo
Maint and	Util Property Accountabil	lity				
Maintenan	ice Utilizati <u>o</u> n Maste	r <u>D</u> ata Acco <u>u</u> nting <u>F</u> orms-Reports	Utilities Inguiries			
⊞ Instructio	ons					
	Update					
	Maint Activity / Owning UIC	CLASS01 MA 01 / DT1001				
	*CAGE Cd	12347		DODAAC		
	*Contractor	ACME IT SOLUTIONS		Division Name		
	*Address 1	11111 NORTH SOUTH STREET		FAX Nbr		
	Address 2			E-Mail Address	MLWINK96@GMAIL.COM	
	*City	MECHANICSBURG		Contractor Phone Nbr		
	*State	PA-Pennsylvania	~			
	*ZIP Cd	17050				
	*Country Cd	US-UNITED STATES OF AMERICA	~			
	Remarks	JUST FOR TESTING				
	History Remarks	BUILT JUST FOR TESTING				

Update Cancel



- Adding Contracts is optional
- Contracts can be updated to attach the actual contract documents once in the system



Contract Process

DPAS				Contract Add/Update/Delete
	ASS01 MA 01 Open Actions (6) A			Contact Us Home Help Logo
Maint and Util Property Account	tability			
Maintenance Utilizati <u>o</u> n M	aster <u>D</u> ata Acco <u>u</u> nting <u>F</u> orms-Reports Utilities Inquiries			
⊞ Instructions				
Update				
Contract Use Cd	W - EXTENDED WARRANTY	*Contract Type Cd	DCF - DOD Contract (FAR)	
*Contract Nbr	11ABCD21W1001	Divy Ord Nbr		
*Contractor	1RBC2 - TRANSMISSION SPECIALTY SERVICE ▼			
Issuing Ofc DoDAAC		Issuing POC		
Issuing Phone Nbr		Admn Ofc		
Admn Ofc Phone Nbr		Contract Admn DoDAAC		
Attachment	Add Attachment	Attachment(s)	No Attachments Available	
Remarks				
History Remarks				
		No Attachments Available		

Update Cancel



 Must have at least one Dispatch Category and Subcategory in order to dispatch assets



Dispatch Category Process



Delete	*Sub Ctgry	ld	*Sub Ctgry Desc
<u>Delete</u>	HMMWV		Hummers
<u>Delete</u>	5 Ton		5 Ton Trucks
<u>Delete</u>	LVS		Heavy Movers

Add Cancel

¹ **4/27/2021**



- Dispatch rates are optional
- Dispatch rates are tied to a stock number and lease code
- Two types of rates
 - Daily Rate
 - Utilization rate (rate per meter code, e.g. cost per mile)



Dispatch Rate Process



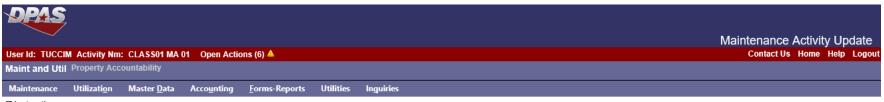
Add Cancel



Shows the UIC the Maintenance Activity is tied to



Master Data Processes



⊞ Instructions

Search Criteria		
Agency	DFAS	
Site Id	CLASS01	
UIC	DT1001	
Maint Activity	CLASS01 MA 01	

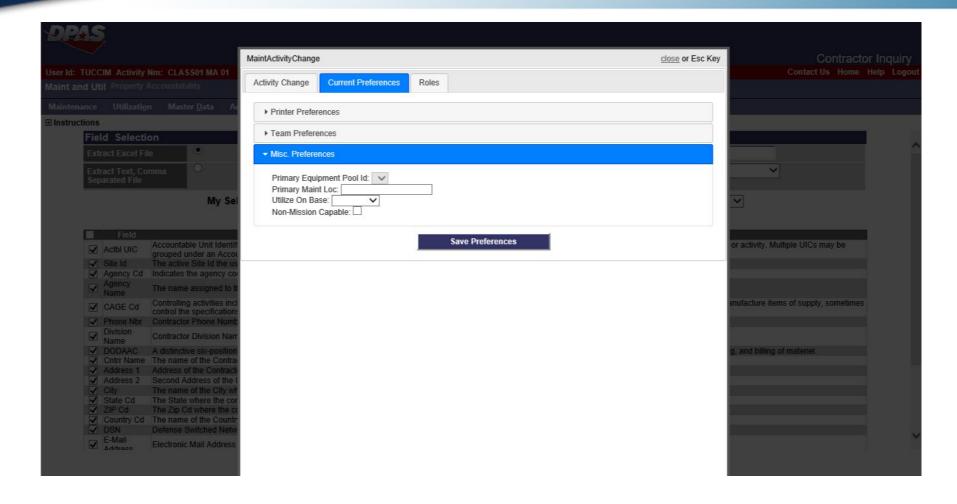
Update



- Printer Preferences for printing work orders
- Team Preferences
 - Choose lead Team
 - Choose Primary Team Member/Team Lead
- Misc Preferences
 - Select Primary Equipment Pool
 - Select Maintenance Location
 - Utilization on Base/off Base
 - Non-mission capable check box
- Roles



Master Data Processes





- Upcoming Webinar
 - Maintenance & Utilization NEW Maintenance Scheduler
 - Tuesday May 25, 2021 @ 1:00 PM 2:00 PM EST
 - Register on the DPAS Support Site





Questions / Survey

39



For More Information

Support Help Desk Email dpassupport@leidos.com

Call Support Toll Free

1-844-THE-DPAS or 1-844-843-3727

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