

# **MAINTENANCE PROJECT / SHUTDOWN JOB PLANNING / CONTROL**

**Slide 2: Introduction**

**Slide 3: Maintenance Project / Shutdown Preparation Flow Chart**

**Slide 4: Maintenance Project / Shutdown Execution Flow Chart**

**Slide 5: Maintenance Project / Shutdown Job Planning & Control System**

**Slide 6: Worksheet '4. Project-SD Overview' (*image*)**

**Slide 7: Worksheet '5. Project-SD Cost Summary' (*images*)**

**Slide 8: Worksheet '7. Project-SD Timesheet Summary' - Basic Worksheet - Outline Groups Closed (*image*)**

**Slide 9: Worksheet '7. Project-SD Timesheet Summary' - Outline Groups Expanded (*images*)**

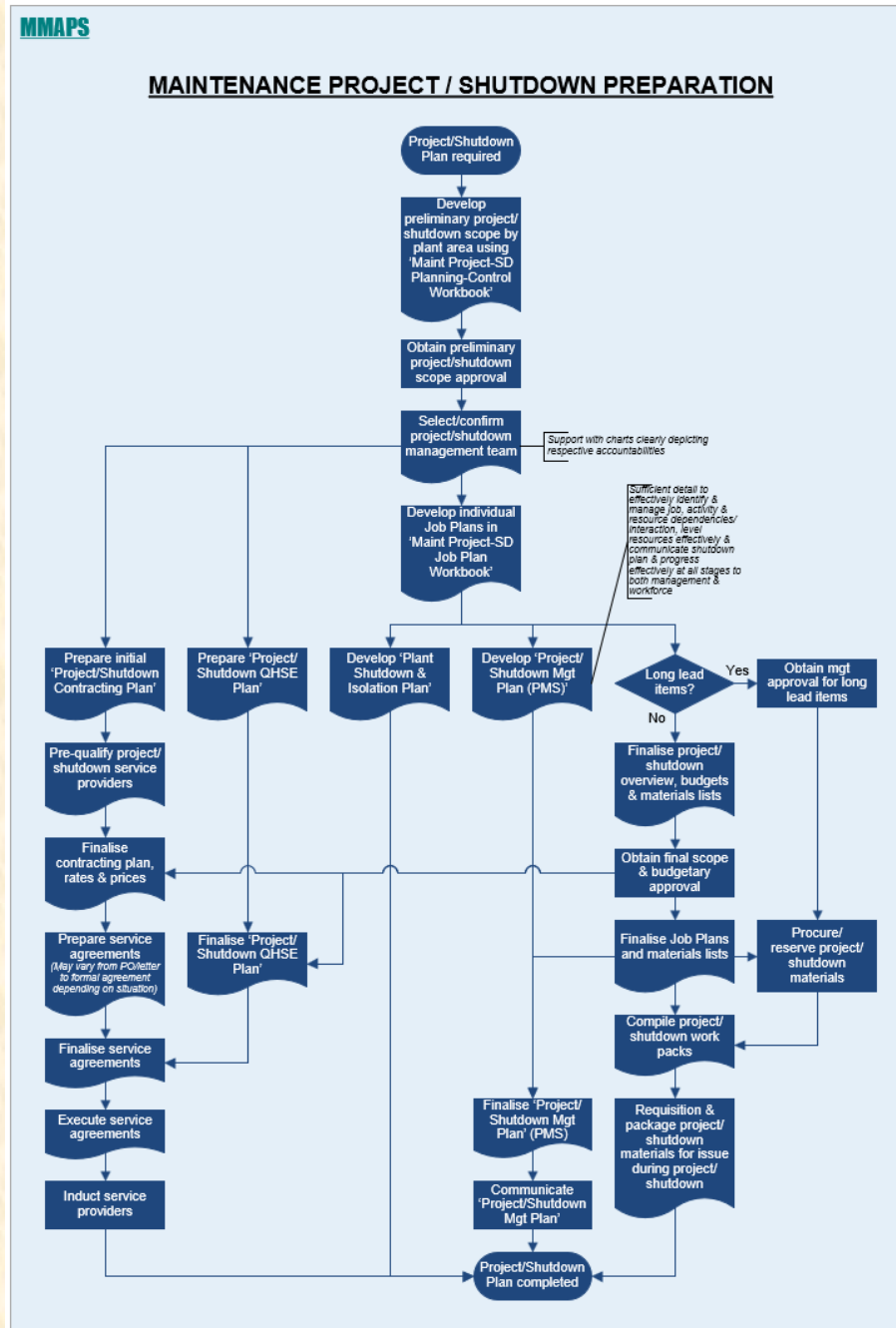
**Slide 10: Worksheet '8. Project-SD Resources' (*image*)**

**Slide 11: Worksheet '9. Project-SD Spares and Materials' (*image*)**

**Slide 12: Worksheet '10. Associated Dropdown Lists' (*image*)**

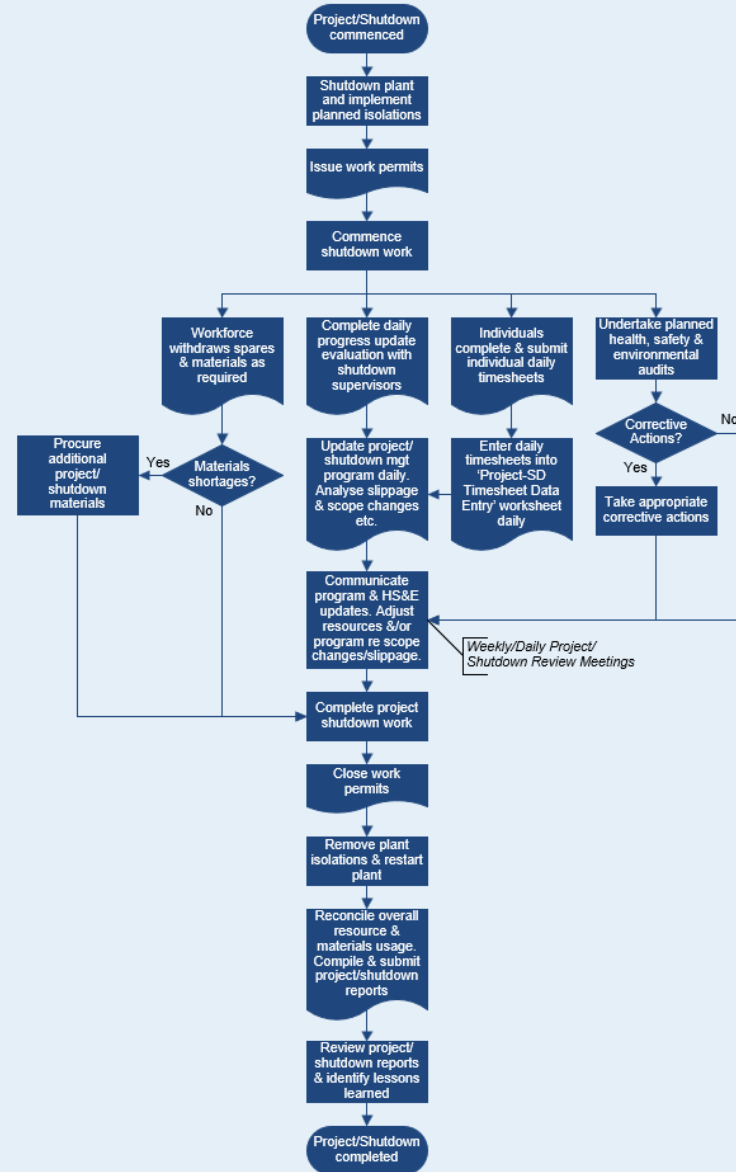
## Introduction

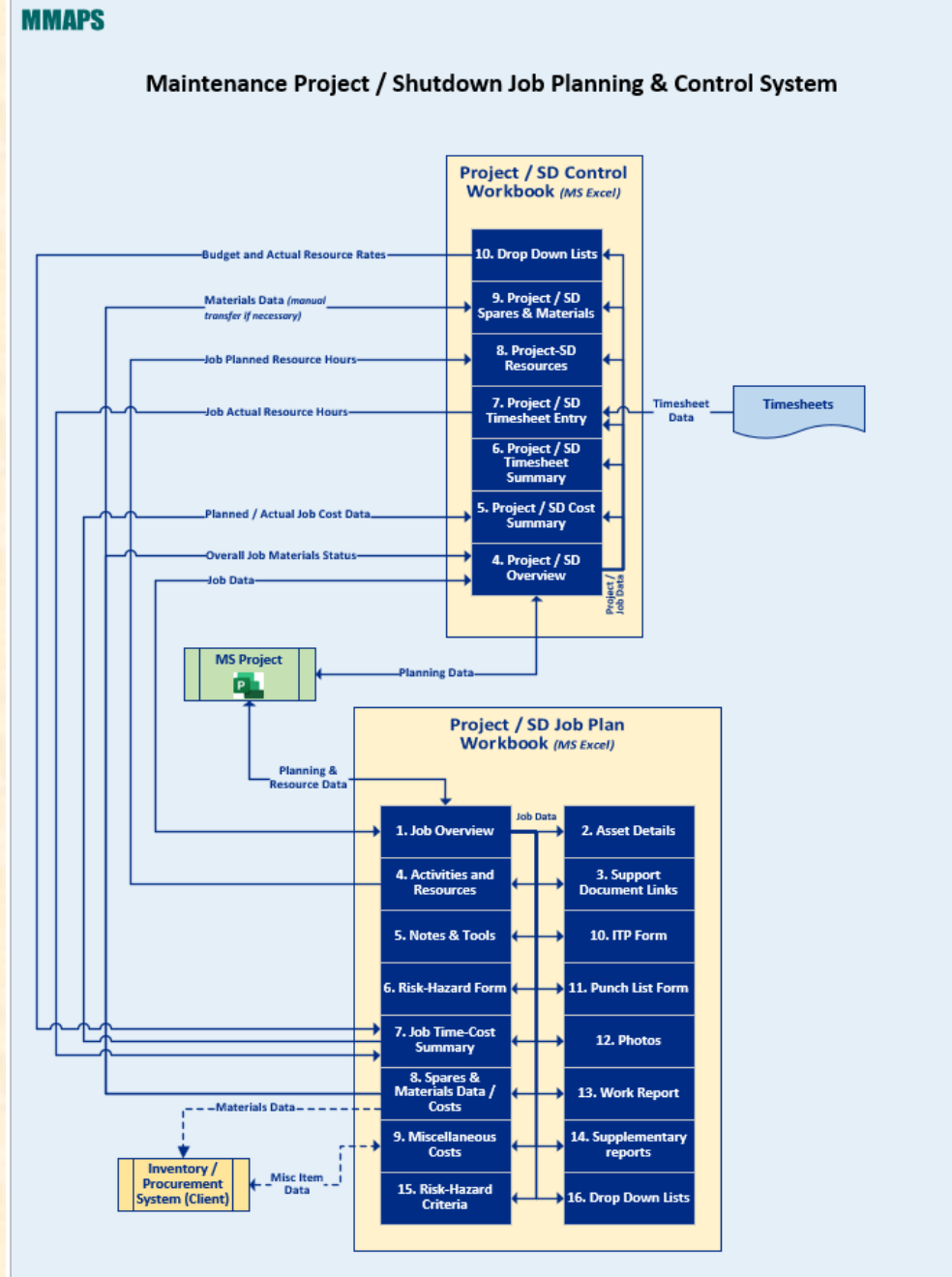
- ❑ Presentation outlines maintenance project / shutdown job planning / control using '**MMAPS Project-Shutdown Job Planning-Control**' workbook.
- ❑ Workbook comprises the following worksheets:
  - '**1. Project-SD Preparation Flow Chart**'
  - '**2. Project-SD Execution Flow Chart**'
  - '**3. Project-SD Planning-Control System**'
  - '**4. Project-SD Overview**'
  - '**5. Project-SD Cost Summary**'
  - '**6. Project-SD Timesheet Summary**'
  - '**7. Project-SD Timesheet Entry**'
  - '**8. Project-SD Resources**'
  - '**9. Project-SD Spares and Materials**'
  - '**10. Associated Dropdown Lists**'
- ❑ Analysis worksheets' features include;
  - Multiple worksheet cell explanatory notes re spare parts analysis and worksheet usage.
  - Outline grouping of worksheet columns with second tier data (on which top tier data columns depend) to keep worksheet size manageable in terms of data entry and report printing etc.
  - Frequent use of cell dropdown lists to reduce effort and improve effectiveness. Columns with cell dropdown lists are shaded light green.
  - Frequent use of cell formulae to reduce effort and improve effectiveness. Columns with cell formulae are shaded light blue.
- ❑ Slides 3 to 12 show images of worksheets listed above i.e., basic worksheets with outline groups closed and also separate images of expanded outline groups



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## MAINTENANCE PROJECT / SHUTDOWN EXECUTION





	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1																	<a href="#">1. Project-SD Prep FlowChart</a>
2																	<a href="#">2. Project-SD Executn FlowChart</a>
3																	<a href="#">3. Project-SD Plan'g-Cntrl Syst</a>
4																	<a href="#">5. Project-SD Cost Summary</a>
5																	<a href="#">6. Project-SD Timesheet Summary</a>
6																	<a href="#">7. Project-SD Timesheet Entry</a>
7																	<a href="#">8. Project-SD Resources</a>
8																	<a href="#">9. Project-SD Spares and Matls</a>
9																	<a href="#">10. Associated Drop Down Lists</a>



1											
2											
	A	E	F	G	H	I	J	K	L	M	N
1	MMAPS										
2	MAINTENANCE / CONSTRUCTION PROJECT / SHUTDOWN CONTROL										
3	COST SUMMARY										
4											
5	Date:										
6	Plant / Site:										
7	Project ID:										
8	Project Name:										
9	Link to Job Plans at start of project (ref cell notes)										
10	Link to Job Plans at start of project (ref cell notes)										
11	Job ID	Job Description	Account Code	Resource Job Cost Planned	Materials Job Cost Planned	Misc Job Cost Planned	Total Job Cost Planned	Resource Job Cost Actual	Materials Job Cost Actual	Misc Job Cost Actual	Total Job Cost Actual
12							\$ -				\$ -
13							\$ -				\$ -

Cells with drop down list  
Formula based cells  
[4. Project-SD Overview](#)

B	C	D
M		
Plant Area	Asset ID	Asset Description

1

2

+

+

1

2

A

B

C

D

E

F

G

H

I

J

AR

BY

BZ

CA

CB

CC

CD

1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

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MAINTENANCE / CONSTRUCTION PROJECT / SHUTDOWN CONTROL  
TIMESHEET DATA ENTRY & ANALYSIS

Date:

Plant / Site:

Project ID:

Project Name:

Cells with drop down list

Formula based cells

[4. Project-SD Overview](#)

TIMESHEET DATA ENTRY

Date	JobID	Act ID	Name	Company	Resource Type	Actual Rate	Hours	Cost
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div>\$ -</div>
								<div>\$ -</div>

Timesheet Hours Analysis: Grouped Columnns K:AO

Timesheet Cost Analysis: Grouped Columnns AQ:BT



[illegible]

AS	AT	AU	AV	AW	AX	AY	AZ	BA	BB	BC	BD	BE	BF	BG	BH	BI	BJ	BK	BL	BM	BN	BO	BP	BQ	BR	BS	BT	BU	BV	BW	BX
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### Timesheet Cost Analysis: Grouped Columnns AQ:BT

[illegible]

[illegible]

[illegible]

## MAINTENANCE / CONSTRUCTION PROJECT/SHUTDOWN CONTROL DROP DOWN LISTS

#### 4. Project-SD Overview

Job Type		Job Criticality		ResourceTypeB		Budget Rate	Name	Company	ResourceTypeA	Actual Rate
Corrective Inspection	CI	1	Critical - must complete, timing critical	Fitter						
Corrective Repair	CR	2	Critical - must complete, timing less critical	Turner / Machinist						
New Installation	NI	3	Not Critical - must complete if possible	Welder						
Plant Modification	PM	4	Not critical - complete if time and resources permit	Mechanic						
Predictive Maintenance	PdM			Refrig / Aircon Tech						
Preventive Correction	PC			Sheet Metal Worker						
Preventive Inspection	PI			Carpenter						
Preventive Overhaul	PO			Plumber						
Preventive Statutory	PS			Trades Assistant						
Other				Labourer						
Other				Instrument Technician						
Other				Electrician						
				NDE Technician						
				Inspector 1						
				Inspector 2						
				Safety Watch						
				Scaffolder						
				Rigger						
				Painter						
				Lagger						
				Crane 1						
				Crane 2						
				Forklift						
				Truck 1						
				Truck 2						
				Water Blaster						
				Other 1						
				Other 2						
				Other 3						
				Other 4						

COMPOSITE RATE CALCULATOR					
Pay / Invoice Rates			Weekly Work Hrs	Weekly Pay/ Invoice Hrs	Composite Rate
Category	Rate	Factor			
Base Rate		1		0.00	
OT Rate 1					
OT Rate 2					
Total			0.00	0.00	