

CPMS Newsletter

“As the Wrench Turns”

Volume 21, Issue 4

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When should you capture and use Equipment Failure data?

The picture below shows a plane which skidded off a runway. It may have been a combination of mechanical problems, human error, or even runway conditions. Imagine if the pilot told the authorities that instead of filing a report immediately he would get back to them sometime next week. Information will be lost or misremembered the longer you wait to capture it.



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Anytime there is a significant equipment failure in your plant your first job is, of course, to fix the problem and start your production line(s) again. But, at your first opportunity, you need to record:

- Who** work on the repair?
- What** happened?
- Where** equipment number(s)?
- When** date and time?
- Why** failure reason?
- How** was the equipment repaired?

Using the Mechanic Guest menu these events can easily be entered with just a few clicks, and then a one page Equipment Failure report is printed.

August 4, 2013 12:48 PM **EQUIPMENT FAILURES - One Event** Page 1 of 1 Int'l Info Services

Equipment	Task Number/ID	Report Date	Time	Product	Equipment Down Time	Product Loss	Manufacturing Down Time	Labor Loss	Make-up Time
B133	D0000457	03/06/13	M 8		15 Min	\$33.46	10 Min	\$33.00	0
DOUGH DIVIDER REPLACED DIVIDER ARM									

Comments or other repairs needed: _____



BEFORE THE EQUIPMENT IS PLACED INTO SERVICE, COMPLETE THE FOLLOWING:

- Y N 1. Was the maintenance performed on a product contact surface or in a product zone where there was a possibility of contaminating a product surface?
- Y N 2. Did the maintenance work performed involve any restrictions which may generate a dangerous or adulterating materials, such as cutting, welding, grinding, glueing, filing, use of non- food grade materials, i.e. cutting lubricant, welding lag, etc.
- Y N 3. Were all tools and parts brought into the area accounted for at the end of the job? Additionally, if the material required the replacement of a broken part in a product zone, were all the pieces of the damaged part accounted for?
- Y N 4. Was the area properly cleaned and sanitized, following the maintenance activity?

A "No" answer to question 3 or 4 must be referred to a supervisor for investigation before the equipment is place back in service.

WE HAVE INSPECTED THE EQUIPMENT AND IT IS READY TO BE RELEASED TO PRODUCTION

Mechanic: _____ DATE: _____
 Sanitized by: _____ DATE: _____
 Released by: _____ DATE: _____
 Maintenance Supervisor: _____ DATE: _____

Who is best to document what happened than the mechanic who made the repair? This could be your last/best opportunity to start using this great feature and have your men take ownership of their work.

The three “flavors” of work

- Preventive Maintenance- Planned, repetitive work assignments to help avoid breakdowns.
- Work Orders- Planned, Scheduled work. This may be repairs, new projects, etc.
- Equipment Failures- Unplanned, unscheduled events. The goal of maintenance is to reduce or eliminate these types of problems.

When setting up your Task Description table, you can add as many sub categories as needed to properly define the type of work performed in your plant.

September 10, 2015
10:48 AM

DESCRIPTION TABLE

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Int'l Info

Description Ident	Description	PM Frequency	Task Code	
A	DAILY	7	M	Preventive Maintenance
B	WEEKLY	7	M	Preventive Maintenance
BD	BREAK DOWN		D	Breakdown Repair
C	BI-WEEKLY	14	M	Preventive Maintenance
D	MONTHLY	28	M	Preventive Maintenance
DT	DOWN TIME		D	Breakdown Repair
E	3 MONTHS	91	M	Preventive Maintenance
F	6 MONTHS	182	M	Preventive Maintenance
G	ANNUAL	364	M	Preventive Maintenance
PM	RESIDUAL PM TASKS		R	Planned Repair
PR	PROJECTS		R	Planned Repair
SF	SAFETY		R	Planned Repair
WO	WORK ORDER		R	Planned Repair

In order to properly schedule and plan your work assignments, and to accurately record the time and cost of labor, everyone must know the type of work they do each day: PM, Planned Repair, and Breakdown Repair. CPMS automatically assigns work into one of these categories but the mechanic needs to know when he is changing from one type to another.

For example, when performing PM on a machine the mechanic finds that a motor needs to be replaced. All of the PM tasks for this equipment are estimated to take 30 minutes. If it is determined that this repair can wait until production is complete, an additional hour may be spent making the repair as a Work Order.

If the equipment fails during production, the lost time is entered as an Equipment Failure which would include the time to replace the motor in the total equipment and manufacturing lost time. Yes, Best Management Practices tell us not to run equipment to failure.

Why your Mechanics should do their own data entry

Your Planner is a more effective supervisor than being a data entry clerk. Consider the benefits of your mechanics recording directly into CPMS what they do each day.

- Your work and equipment history are always up to date
- It is a lot easier, faster, and more accurate for mechanics (instead of the Planner) to use the guest menu to show completed PMs, Work Orders, and enter Equipment Failures.
- The Planner doesn't have to wait until the end of the week to see which mechanics have, or have not, completed their work assignments.
- Mechanics can be as “paperless” as you/they want. Go over to a PC, call up their PM's or Work Orders, and then close those which they finished today.
- Likewise, when adding an Equipment Failure, most of the entries are already filled in.
- The Planner has more time to make sure all of the valuable CPMS reports are printed and distributed to the mechanics, the maintenance manager, and to plant management.
- He also has more time to monitor and change work assignments as necessary each day. One of the benefits of having real-time data.



BIG Savings waiting for you!!!

At many of our customers, they are very close to having their PM scheduling fully operational and complete control of their Inventory, but they just aren't quite there yet. At most of our plants the mechanics are doing a good job of filling out their PM Work Cards and Work Orders, and turning in part tags, but consider the amount of additional work the Planner and Parts Clerk must still do.

Duplicate work is very costly. Consider that the Planner must review each Work Card, check for omissions, errors, or ambiguity, and frequently has to go back to the mechanic with questions. In some cases the mechanic is on a different shift, the week is already over, and now last week must be processed in order to generate next week's PM work cards.

Plan "B" says if the mechanics are responsible for entering what they do each day/week into CPMS, the Planner's job is virtually done. Now he/she can really be a Planner and Supervisor instead of a data entry clerk.

Likewise, if the mechanics use the Part Check Out function to enter when they use parts, and Inventory quantities are accurate, the Parts Clerk can review the Parts at Minimum spreadsheet to automatically generate PO's. This is certainly better than entering Part Issues from a box of part tags, many of which may have missing data or not even turned in.

The time your mechanics spend recording their work on paper takes longer than if they entered it directly into CPMS. And, if the mechanics enter their completed work and checked out parts in CPMS, the hours of data entry required by the Planner and Parts Clerk are virtually eliminated. Hallelujah!

In closing, if making the transition for your mechanics to start using the Guest menu to record what they do each day sounds intimidating--- we would be glad to help you make this happen. We

can do a lot remotely, and that certainly is an option. But, if you are ready for onsite training and implementation to reach the finish line, just let us know when!



And the Winner is...

No winners?!

You may have noticed that frequently the CPMS Quiz is taken from a recent question from one of our customers.

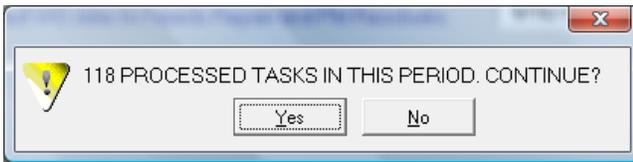
If you reread the question below you may see that you could have had an easy \$100. It was a two part question.

Although we recommend that you always process last week's PMs on the first day of your PM work card week, can you process the PM's which have been completed in the middle of the current week? And, what warning message would you see when you process your PM's in this manner?

And the answer is, Yes.

Just change the start date to seven days ago and the end date to yesterday (one week). You are only processing a portion of the current week ending on yesterday. You can do this every day of the week if you choose.

CPMS will display a warning message since the start date you entered falls into the prior week's processed tasks. Don't choose the **Update** button until processing the last day of the week.



This is an example of the warning message you will see if you process PM's in the middle of the current week. We recommend that you always process your weekly PM's on the first day of the new week and then generate and print your PM weekly schedule.

CPMS Quiz

For \$100

If a number of mechanics were using the Guest menu to check out parts yesterday, what report would you run to group the parts together sorted by mechanic. And, if you already processed your Part Transactions for yesterday, would you run a different report?

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