

## How to modify period type of maintenance items (Document)

Users log in to the OLISS web side and click "Maintenance → Maintenance Plan Management" in order to enter the maintenance plan management interface, click "Add", select vessel and department, and click "Confirm" to enter the select maintenance plan interface. In the interface, you can enter key information to find the target maintenance item, tick in the box on the right side (single or multiple maintenance items can be selected), and then click "Next Step" into the update maintenance plan interface. Click "Edit" on the right of the target maintenance item, according to the need to modify the period type, period, allowable float time information, then click "Submit". The confirmation window pop up and click "OK". Back to the update maintenance plan interface, the update type of the maintenance item becomes "Update" status, and click "Submit" after confirmation.

**(This document shows the operation process by changing the period type from regular to running hour!!)**

1. Click in order to enter the maintenance plan management interface

2. Click "Add"

3. Select vessel, department information and click "Confirm"

4. You can enter key information to find the target maintenance item, tick in the box on the right side (single or multiple maintenance items can be selected), and then click "Next Step"



Buttons: Add, Data Initialization, Select Maintenance Plan, All Invalid, Restore-all, Reset

Main	Update Type	Eqpt. Na	Maintenance Type	Update Content	Maintenance Item	Maintenance Request	P.I.C.	Maintena...	Jan	Pe	Invalidate This Page
22	Normal	发电原动...	General		副机各油、水滤器	检查滤器情况是否有脏堵现象	轮机长	1Month±0Day	15	15	View Edit Delete Invalide
23	Normal	发电机、...	General		发电机、配电板、自动调频、自动并电、自...	清洁去灰尘、线路检查固紧以及绝缘情况	轮机长	3Month±0Day	5.Click "Edit"		View Edit Delete Invalide

2 Total 10Total/Page

This is the interface after the maintenance period type is updated to "Running Hour". Click to change the equipment of the maintenance item.

Edit Item

Click to change the equipment of the maintenance item .

Vessel: 长益号 Equipment No.: DO-0104-140-001

Equipment Name: 深井泵

Equipment Type:

Period(Hour)\*:

Allowable Float Time(Hour)\*:

Responsible Dept.\*: Deck Dept. Maintenance Level\*: Normal

P.I.C.\*: 大副

Display No. (The Smaller,the Closer)\*:

Maintenance Position: License Needed Or Not: Optional

Warning Days\*:  Specified Maintenance Process: Default

Maintenance Demands: 1. 全面检查液压油外观、油质是否清洁。2. 压缩空气扫描并记录测量值和种类(液压油或柴油)每航次到货前

Reference Date Of Running Hours\*:  Running Hours From Last Maintenance\*:  Next Maintenance Date: 2022-09-15 Total Running Hours:

Item Logo\*: Unknown

Reminder: You can turn into the Running Hours page to edit the Total Running Hours.

Note: \*Total Running Hours should be maintained on "Equipment Running Hour" page

Buttons: Submit, Cancel

If the period type is changed to "Running Hour", both maintenance period and period tolerance will be automatically calculated in "Hours".

At the same time, the information such as "Reference Date of Running Hour, Running Hours after Last Maintenance, Next Maintenance Date, and Total Running Hours" should be improved in the interface and then click "Submit".

The period of regular item will be updated this time. After modification, the maintenance plan will be generated according to the new period from the next maintenance date. Are you sure to submit?

Buttons: Cancel, Ok

7.Click "Submit" in step 5, and the interface will prompt according to the modified content. If you are sure, click "Ok"

LINK OCEAN 14-Engine Dept.2024Update Maintenance Plan

Add
Data Initialization
Select Maintenance Plan

All Invalid
Restore-all
Reset

Main	Update Type	Eqpt. Na	Maintenance Type	Update Content	Maintenance Item	Maintenance Request	P.I.C.	Maintena...	Jan	Fr	Invalidate This Page
23	Update	发电机、...	General	Modified本期运行 时长参照时间,下...	发电机、配电板、自动 变频、自动开电、自...	清洁去灰尘、线路检查 固紧以及绝缘情况	轮机长	3 ±0Hour			View Edit Delete Invalid

After confirmation of step 6, it will be back to the "Update Maintenance Plan" interface and the update type will be shown "Update" status.  
If there are other maintenance items that need to be modified, click "Edit" on the right to continue

8. Afte all modifications are completed,click "Submit" at the bottom of right to select the approval process and it will be approved by the shore base

Save
Submit
Cancel

### Next Step:

After the maintenance item modification request is submitted for approval, the approval task will automatically appear on Dashboard of approval roles according to the approval process settings.

After approval of shore based personnel, the maintenance item will generate a maintenance task based on the modified settings.

(It has no effect on maintenance tasks generated before modification!)

### \*\*\*Description:

1.If the period type is changed from irregular to regular,the Next Maintenance Date must exist.Since the original maintenance item is irregular and the task will not be automatically generated, so the generated maintenance task does not need to deal with.The system will calculate the plan automatically according to the period setting and the next maintenance date.

2.If it is changed from regular to irregular, because there is no Next Maintenance Date, and the original maintenance item can automatically generate a maintenance task,if the system has already generated maintenance tasks after the current day, the unfinished maintenance tasks should be deleted after modification.

3. If it is changed from regular to another regular type,the Next Maintenance Date must exist.If the system has already generated maintenance tasks after the current day, the unfinished maintenance tasks which generated after the Next Maintenance Date should be deleted after modification.