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KNOTICAL

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PMS MODULE

User Manual



1. Getting Started	5
1.1 PMS Module Overview	5
1.2 System Requirements	5
1.3 Logging Into Knotical	5
1.4 Contact Information	6
1.5 Starting Knotical.....	7
1.6 PMS Dashboard Overview	7
2. Spares / Items.....	8
2.1 Overview.....	8
2.2 Accessing the Module.....	8
2.3 Tree View	9
2.4 Viewing Item Details.....	11
2.4.1 General Information Section.....	11
2.4.2 Current Stock	16
2.4.3 Stock Ledger	18
2.4.4 Vessels	21
2.4.5 All Suppliers	22
2.4.6 All Components	25
2.4.7 Item Certificates.....	26
2.4.8 Images	28
2.4.9 Documents.....	29
2.5 Table View.....	30
3. All Equipments.....	35
3.1 Overview.....	35
3.2 Tree View	35
3.3 Viewing Component Details	37
3.3.1 General	38
3.3.2 Running Hours Counter	43
3.3.3 Planned Jobs.....	45
3.3.4 Job History	69
3.3.5 Items / Spares.....	70

3.3.6	Counters & Measurements.....	72
3.3.7	Images	76
3.3.9	Certificates.....	79
3.4	Table View	80
4.	Job List	84
4.1	Overview.....	84
4.2	Viewing Job List	87
4.2.1	Job Details.....	87
4.2.2	Component.....	90
4.2.3	Job Resources	91
4.2.4	Spare / Items	94
4.2.5	Job Groups	97
4.2.6	Documents	98
4.2.7	Job History	99
4.2.8	Forms (ND).....	100
4.3	Actions – Starting and Managing Jobs	102
4.3.1	Start Job.....	102
4.3.2	Update / Complete Job.....	104
4.3.3	Assign Job	113
4.3.4	Postpone Job	114
4.3.5	View Completion Report	116
5.	Unplanned Job.....	120
5.1	Overview.....	120
5.2	Defect Job	122
5.2.1	Create Defect Job.....	123
5.2.2	Create Defect Job History	126
5.3	Adhoc Job	127
5.3.1	Create Adhoc Job	128
5.3.2	Create Adhoc Job History	130
6.	Conclusion	131

1. Getting Started

1.1 PMS Module Overview

The Planned Maintenance System (PMS) in Knotical is designed to simplify the management and scheduling of maintenance activities across all vessels. It ensures that every piece of machinery, equipment, and system onboard is maintained according to manufacturer recommendations, class requirements, and company maintenance policies.

Through this module, users can:

- Plan, assign, and monitor routine and corrective maintenance tasks.
- Record maintenance history for audit and compliance purposes.
- Track spare-part usage and link maintenance jobs to inventory items.
- Analyze equipment performance trends to reduce downtime.

1.2 System Requirements

To ensure the PMS module functions smoothly, confirm that your system meets the following minimum requirements:

- **Browser:** Google Chrome (latest version recommended)
- **Internet:** Stable broadband connection
- **Display Resolution:** 1366 × 768 or higher
- **User Role Access:** Engineer / Technical Officer / PMS Administrator enabled in Knotical

1.3 Logging Into Knotical

Users can access the PMS module through the official Knotical web portal using their assigned credentials. After logging in:

- Locate the **PMS** icon on the left-side menu.
- Expand it to view the sub-menus – **Job List, Unplanned Jobs, All Equipments, Spares/Items, and Master Data.**
- Select the required section to begin operations.

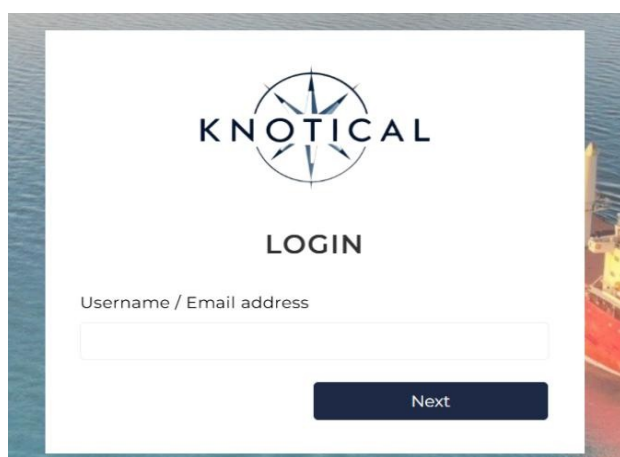
1.4 Contact Information

If you need assistance with PMS login or initial setup, please contact our support team:

Contact Information	
Telephone	+91 8921196758
Support Email	jugs@flytdeck.app
Sales Email	
WebSite	Knoticalhq.com

1.5 Starting Knotical

Knotical opens with a login window:



Select your username or email address and enter your password.

The system will then take you to your personalized dashboard.

1.6 PMS Dashboard Overview

The PMS Dashboard serves as the central hub for monitoring and managing all vessel maintenance activities within Knotical. It provides users with a real-time overview of jobs that are due, completed, pending, or overdue, helping ensure timely maintenance execution and compliance with technical standards.

It provides:

- **Transparency** : Real-time visibility of maintenance tasks and equipment status.
 - **Efficiency** : Quick access to job lists, unplanned tasks, and spare availability.
 - **Control** : Superintendents and chief engineers can analyze progress and pending work at a glance.
-

2. Spares / Items

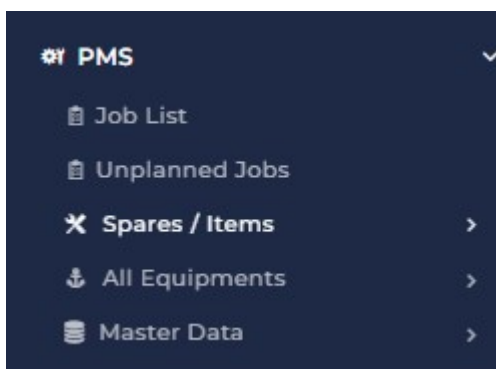
2.1 Overview

The Spares / Items section in the PMS module is used to manage all spare parts, consumables, and shipboard materials required for vessel maintenance.

It provides a complete catalogue-based structure to record every spare item, along with its **part number, manufacturer, technical specification, stock level, and linked equipment**.

This centralized database helps engineers identify the correct spares for each job and ensures that inventory information is always accurate and up to date.

The module supports two viewing options — **Tree View** and **Table View** — for convenient navigation and quick data access across different vessels or offices.



PMS Main Menu Navigation

2.2 Accessing the Module

- Log in to Knotical and open the PMS module from the left-side menu.
 - Expand the **Spares / Items** tab to reveal:
 - **Tree View** – a hierarchical folder view categorized by vessel and item group.
 - **Table View** – a tabular format displaying detailed spare-part information.
 - Choose the required vessel or office name from the “**Choose Office / Vessel**” dropdown to load its spare catalogue.
-



Spares and Items Submenu

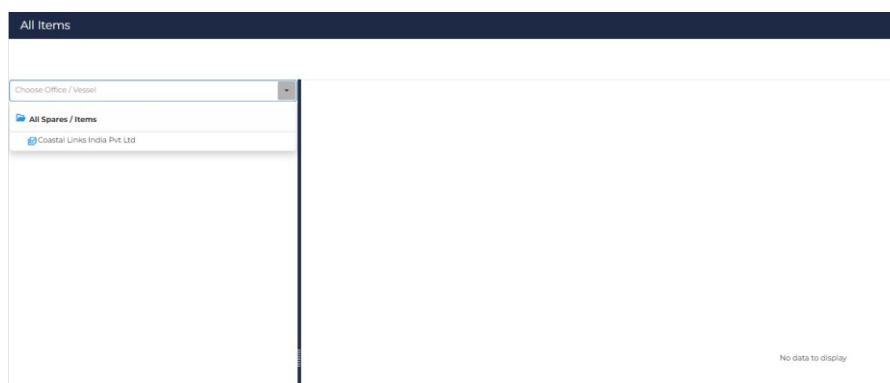
2.3 Tree View

The Tree View provides a structured, folder-based representation of all spare items linked to each vessel or office.

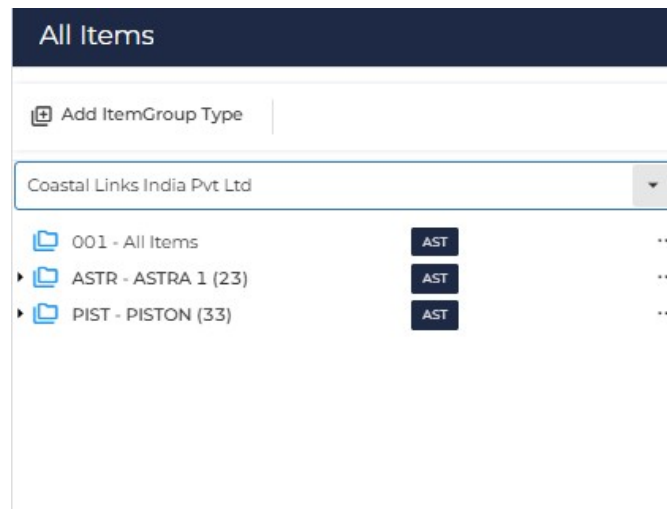
Each folder represents an item group (e.g., *ASTR – ASTRA 1*, *PIST – Piston Group*) containing individual items such as *Cylinder Head Cover*, *Fuel Pump*, or *Piston Ring Set*.

Selecting an item displays its details on the right panel, including **item number**, **name**, **description**, **measurement unit**, and **manufacturer**.

This view is particularly helpful for navigating large equipment hierarchies and visualizing how spares are organized under specific systems or assemblies.



All Items – Tree View Selection

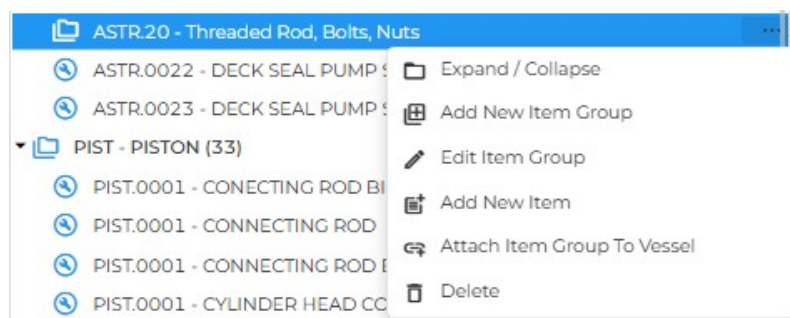


Item Group List – Tree View

Item Group Options Menu

When right-clicking or selecting the menu icon beside an item group in the Tree View, a list of management options appears.

- **Expand / Collapse:** Show or hide sub-groups for easier navigation.
- **Add New Item Group:** Create a new sub-folder within the selected category.
- **Edit Item Group:** Modify the existing group's name or description.
- **Add New Item:** Add an individual spare or component under the selected group.
- **Attach Item Group to Vessel:** Link the selected group to a particular vessel.
- **Delete:** Remove unused or duplicate item groups.



2.4 Viewing Item Details

When a specific spare item is selected from the **Tree View**, the system displays its complete details on the right-hand side of the screen under the **All Items** section.

This view provides users with a comprehensive summary of the selected spare, covering its general information, technical specifications, supplier data, stock movement, and related documentation.

Each spare item is identified by a **unique item code** (for example, *PIST.0001 – Connecting Rod Big End Bearing Shell*) and includes multiple information tabs at the top such as **General**, **Current Stock**, **Stock Ledger**, **Vessels**, **All Suppliers**, **All Components**, **Item Certificates**, **Images**, and **Documents**.

2.4.1 General Information Section

The General Information section under the *All Items* page displays the core details of each spare part selected from the Tree View. This section helps users view or update essential fields such as item identification, manufacturer, pricing, and stock levels.

It serves as the central reference for managing spare-part data within the PMS module, ensuring that all records are accurate, traceable, and up to date.

Overview Fields

Each spare item's core details are organized under the Overview panel. The following fields are displayed and editable for authorized users:

Field Name:

1) Item No.

A unique identification code automatically assigned to each spare part when it is created. This number (e.g., *PIST.0001*) helps track the item across all vessel and office inventories. It cannot be duplicated and serves as the primary reference in reports and requisitions.

2) Item Name

The full name of the spare item. It should clearly define the part for easy recognition (e.g., *Connecting Rod Big End Bearing Shell*). Naming should be consistent with technical drawings and supplier documentation.

3) Description

Provides additional technical details about the item's purpose, material, or specifications. For instance, "Bearing shell for piston rod assembly – 85mm, bronze-coated inner surface." This field helps engineers identify parts quickly during maintenance or ordering.

4) Internal Remarks

Notes intended only for internal users. These are **not shared with suppliers** and are mainly used for internal comments, cost-saving notes, or special procurement instructions.

5) Item Group

Classifies the spare part under a specific category such as *PIST – Piston*, *VALVE – Valves*, or *GEAR – Gear Assembly*. Grouping enables structured data organization and simplifies filtering or reporting.

6) Measurement Unit

Indicates the standard unit in which the item is measured or issued (e.g., *PCS*, *SET*, *LTR*, *KG*, *MTR*). Accurate unit definition ensures proper stock accounting and avoids duplication during inventory management.

7) Manufacturer

Specifies the maker or brand name of the part (e.g., *GDLF China*). It helps maintain traceability of parts and ensures the right specifications are followed for replacements or reordering.

8) Model Number

Captures the model or variant code as defined by the manufacturer. This is particularly important for machinery-specific parts that may differ slightly in dimensions or compatibility.

9) Minimum Stock / Maximum Stock

Defines the quantity range to be maintained for each spare part.

- **Minimum Stock:** The lowest acceptable quantity before a reorder is triggered.
-

- **Maximum Stock:** The upper limit to prevent overstocking.

10) Inactive Checkbox

Used to temporarily deactivate an item from active use without deleting its record. This is useful for discontinued spares or items replaced by newer models. Inactive items will not appear in job linkages or requisition lists.

The screenshot shows the 'Overview' panel for an item. The fields are as follows:

- Item No.:** PIST.0001 (with a green checkmark)
- Item Name: *** CONECTING ROD BIG END BEARING SHELL
- Description:** Anything that cannot be saved as field data can go in here. This will be sent to the supplier when creating a requisition.
- Internal Remarks:** This text will not be sent to supplier and will be kept internal to the system. Eg, try to procure this from France as it is much cheaper there
- Item Group: *** PISTON (with a 'Change' button)
- Measurement Unit:** PCS (PCS)
- Manufacturer:** GDLF CHINA
- Model Number:** Model Number
- Minimum Stock:** 0
- Maximum Stock:** 0
- Inactive:** Inactive

Overview Panel – General Information

Item Marking Panel

The right-hand section includes various checkboxes to define special attributes of the spare item:

- **Critical Item:** Marks parts that are essential for vessel safety or engine operation.
- **Has Certificate:** Indicates items requiring certification (e.g., calibration or test certificates).
- **Track Expiry:** Useful for consumables or chemical items with expiration dates.
- **Track Location:** Enables mapping of where the spare is physically stored or used onboard.
- **Dangerous Good:** Flags hazardous materials that need safety handling procedures.
- **Contracted Item:** Identifies spares under long-term or framework procurement contracts.

Item Marking

Critical Item

Has Certificate

Track Expiry

Track Location

Dangerous Good

Contracted Item

Item Marking Panel

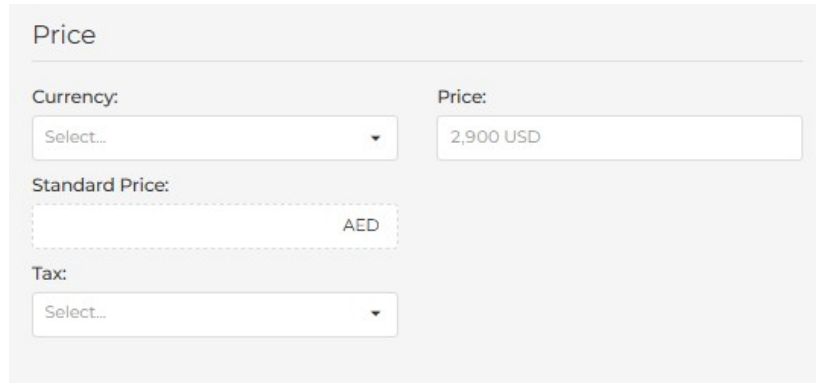
Price and Commercial Information

Below the marking section lies the Price Information panel, where all cost-related details of the spare item are recorded:

Field Name:

- Currency - The currency in which the spare part is priced (e.g., USD, AED, EUR).
 - Price - The current cost of the spare (e.g., 2,900 USD). This field can be updated when price revisions occur.
 - Standard Price - The internal benchmark price used for financial or stock valuation purposes.
-

- Tax – Allows entry of applicable VAT, import duties, or service tax related to procurement or supply.



The image shows a 'Price' panel with the following fields:

- Currency:** A dropdown menu with 'Select...' and a downward arrow.
- Price:** A text input field containing '2,900 USD'.
- Standard Price:** A dashed border text input field containing 'AED'.
- Tax:** A dropdown menu with 'Select...' and a downward arrow.

Price panel

Technical Section

The Technical Section provides detailed engineering information for each spare item, ensuring accuracy and traceability throughout maintenance and procurement processes. It helps users link each part with its technical references, drawings, and classification data to avoid mismatch during maintenance or ordering.

Each field under this section serves a specific purpose:

- **Reference No.:** A unique identification code referring to the spare part in engineering manuals or technical documents (e.g., *FUEL.SHAFT.101.23*).
- **Drawing No.:** The technical drawing number that visually represents the part's assembly or installation layout.
- **Drawing Position No.:** Specifies the exact location or position of the item within the equipment drawing.
- **Reference Position No.:** Used as an alternate reference point for cross-linked parts or assemblies.

- **Type No.:** The manufacturer's type or model code (e.g., *8320ZCD 19*) that differentiates similar spares.
- **Standard No.:** Indicates the industry or manufacturing standard followed (e.g., *ISO, DIN, ASTM*).
- **Dimension:** Defines the physical size or measurement of the part (e.g., *64 mm – 102 mm*), ensuring compatibility during installation.
- **HS Code:** The *Harmonized System Code* used for international shipping and customs classification.
- **HS Weight:** Specifies the part's gross or standard weight, generally used in logistics and freight planning.

Technical			
Reference No: Eg: FUELSHAFT.101.23, M24.101.23 etc	Drawing No: Eg: FUELSHAFT.101.23.	Drawing Position No: Eg: FUELSHAFT.101.23.	Reference Position No: Eg: FUELSHAFT.101.23.
Type No: 8320ZCD 19	Standard No: Eg: FUELSHAFT.101.23.	Dimension: Eg: 64 mm - 2 5/8, 102 mm - 2 4/8, etc	
HS Code: Eg: 392410100, 392412101	HS Weight: Eg: 745.50, 1024.00, etc.	kgs	

Technical panel

2.4.2 Current Stock

The **Current Stock** tab provides an overview of the existing quantity and stock movement of the selected spare item across all vessels or offices.

It helps users monitor spare availability, track issues or receipts, and identify any upcoming replenishment requirements. This feature ensures that spare levels are always maintained according to operational needs.

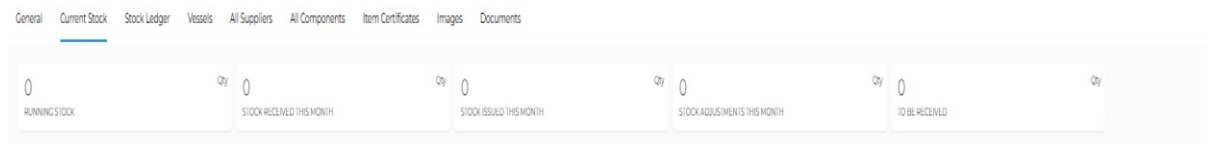
Overview of Stock Indicators

The top summary cards display live stock status values for the selected item:

Fields:

- Running Stock - Shows the total quantity of the spare item currently available across all stores and vessels.
- Stock Received This Month - Displays the total number of units received during the current month through purchase or inter-ship transfer.
- Stock Issued This Month - Indicates the total quantity of the item that has been issued or consumed this month for maintenance jobs.
- Stock Adjustments This Month - Reflects any manual adjustments made to the inventory within the current month (e.g., damaged, lost, or corrected entries).
- To Be Received - Displays the quantity of spares pending delivery against approved purchase orders or transfer requests.

These fields help users assess the real-time stock movement and consumption rate for each item.



Current Stock Summary Cards

Detailed Stock Information Table

The lower section displays vessel- and store-level details for the selected spare.

It includes columns such as:

- Vessel - The vessel or location where the item is stored.
- Store Code / Store Name - Identifies the store or compartment within the vessel or warehouse where the spare is physically kept.
- Store Type - Specifies the category of the store (e.g., *Main Store*, *Engine Store*, *Deck Store*).
- Physical Location - Indicates the exact onboard location or rack/shelf reference.
- Stock in Store - Displays the total available stock quantity in that specific store.
- Expiry Date - Applicable for consumables or perishable items; shows the date of expiry if tracking is enabled.
- In Charge - Name or role of the responsible person maintaining the store.

This table enables clear tracking of stock distribution and accountability across multiple vessels or store locations.

Vessel	Store Code	Store Name	Store Type	Physical Location	Stock in Store	Expiry Date	In charge

Current Stock – Detailed Table View

2.4.3 Stock Ledger

The Stock Ledger tab provides a complete record of all stock transactions for the selected spare item. It helps users track the movement of each item — whether received, issued, adjusted, or transferred — ensuring transparent and accurate inventory management across vessels and

warehouses. This ledger acts as an audit trail for all quantity changes and is automatically updated whenever a stock-related activity takes place in the system.

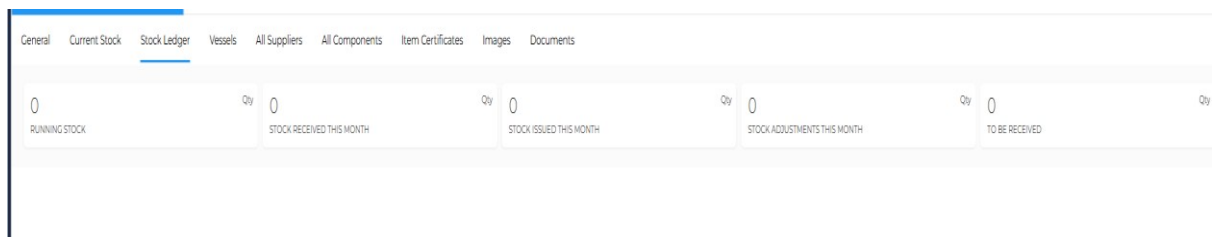
Overview of Ledger Summary

The top summary cards display a quick snapshot of the spare's stock performance for the current month:

Field:

- Running Stock - Shows the total live stock quantity available in the system for the selected spare.
- Stock Received This Month - Displays the cumulative quantity received during the current month through purchase orders or inter-vessel transfers.
- Stock Issued This Month - Indicates how many units have been consumed or issued during the current month for maintenance jobs.
- Stock Adjustments This Month - Reflects manual inventory adjustments (for example, damaged items, corrections, or lost stock entries).
- To Be Received - Lists the quantity of stock pending delivery or awaiting confirmation in the system.

These fields provide a quick month-to-date summary of all stock activities related to the spare item.



The screenshot shows a software interface with a navigation menu at the top: General, Current Stock, Stock Ledger (selected), Vessels, All Suppliers, All Components, Item Certificates, Images, and Documents. Below the menu is a summary table with five columns, each showing a quantity of 0. The columns are labeled: RUNNING STOCK, STOCK RECEIVED THIS MONTH, STOCK ISSUED THIS MONTH, STOCK ADJUSTMENTS THIS MONTH, and TO BE RECEIVED. Each label is followed by 'Qty' and a '0'.

Field	Qty
RUNNING STOCK	0
STOCK RECEIVED THIS MONTH	0
STOCK ISSUED THIS MONTH	0
STOCK ADJUSTMENTS THIS MONTH	0
TO BE RECEIVED	0

Stock Ledger Table Details

The lower section contains a transaction-wise table that records every movement of the selected spare item. Each row in the table represents a stock entry or adjustment made within the PMS or Procurement module.

Column Name:

- # - Serial number for easy reference.
- Warehouse - Name or location of the warehouse or vessel store where the transaction occurred.
- Store - Indicates the specific store or sub-store involved in the movement.
- Type - Describes the nature of the transaction — *Received, Issued, Adjusted, or Transferred*.
- Date - The exact date on which the transaction was recorded.
- Expiry - Displays the expiry date, if applicable (mainly for consumable or perishable items).
- Quantity - Shows the number of items involved in the transaction (positive for received, negative for issued).
- Running Stock - Displays the updated stock level after the transaction is completed.
- Reason - Describes the reason or remarks entered during the transaction (for example, “Job completed,” “Stock correction,” “Damaged item”).
- Acted By - The name of the user or role that performed or approved the transaction.

This structured table allows users to trace back every inventory change, ensuring accountability and reducing discrepancies.

#	Warehouse	Store	Type	Date	Expiry	Quantity	Running Stock	Reason	Acted By
Total records: 0 Page 1 of 1									

Stock Ledger – Transaction Table

2.4.4 Vessels

The Vessels tab provides a list of all vessels or fleet units linked to the selected spare item. This feature allows users to easily identify which vessels use or store the particular item, ensuring proper tracking of spare part allocation and usage across the company's fleet.

Each row in the vessel table represents a ship that has the selected item mapped in its inventory or equipment list.

Table Description Column

Name:

- Code - Displays the short vessel code used within the PMS or company database for quick reference.
- Vessel Name - Shows the full registered name of the vessel where the spare is available or assigned.

In the example shown, the vessel code AST represents the ship KNOTICAL, indicating that this item is associated with that particular vessel's equipment or spare records.

Code	Vessel Name
AST	KNOTICAL

Vessels Tab

2.4.5 All Suppliers

The **All Suppliers** tab lists every supplier associated with the selected spare item. It provides a centralized view of vendor details, pricing, delivery timelines, and order conditions. This ensures efficient supplier management and supports accurate procurement decisions for each item.

Supplier List Overview

The table under this tab displays all suppliers linked to a particular spare item, allowing users to compare and evaluate vendor data.

Column Name:

- Supplier Name - The registered name of the vendor supplying the item.
- Supplier Item # - The supplier's internal identification or catalog number for the spare part.
- Description - A short note or details about the spare item from the supplier's catalog.
- Delivery Days - Indicates the expected lead time (in days) for delivery of the item after placing an order.
- MOQ (Minimum Order Quantity) - The least quantity that must be ordered from that supplier.

- Price Currency - The currency type used in the supplier's quotation (e.g., USD, AED, EUR).
- Price - The base unit price quoted by the supplier.
- Discount - Any applicable discount percentage or value provided by the supplier.
- Tax - Displays the tax rate or VAT applied to the item.
- Net Price - The final payable price after applying discounts and taxes.

This table gives users a clear comparison of all available suppliers, enabling better procurement planning and price analysis.

Supplier Name	Supplier Item #	Description	Delivery Days	MOQ	Price Currency	Price	Discount	Tax	Net Price
Total records: 0 Page 1 of 1									

All Suppliers – Supplier List Overview

Adding a New Supplier

To add a new supplier for an item, click **“Add Supplier”**.

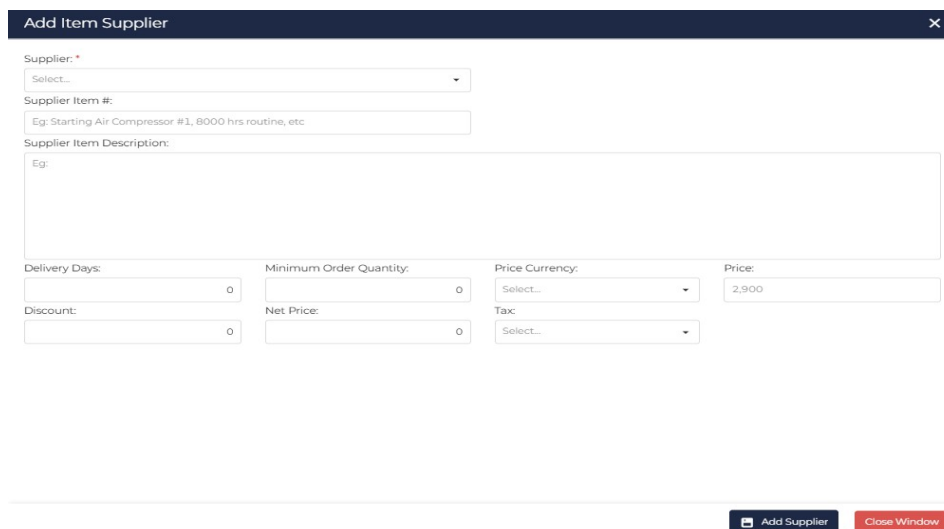
A new window opens where you can enter the supplier and pricing details.

Fields in the Add Item Supplier Form:

- **Supplier:** Select the supplier from the dropdown list. The system displays all registered vendors such as *ASCA Maritime FZE*, *Deep Sea Air Conditions Services*, *Alfa Laval Middle East Ltd.*, etc.

- **Supplier Item #:** Enter the supplier’s internal item reference code (e.g., *Starting Air Compressor #1*).
- **Supplier Item Description:** Provide a brief note or description of the spare part.
- **Delivery Days:** Enter the estimated number of days the supplier takes to deliver the item.
- **Minimum Order Quantity (MOQ):** Specify the minimum number of units that can be ordered.
- **Price Currency:** Select the currency type for the quote (e.g., USD, AED).
- **Price:** Enter the supplier’s quoted price per unit.
- **Discount:** If applicable, mention any discount value or percentage offered.
- **Tax:** Choose the tax rate applicable to the item.
- **Net Price:** The system automatically calculates or allows you to manually input the net payable amount after discount and tax adjustments.

Once all details are entered, click “**Add Supplier**” to save the record. The new supplier appears in the list for that spare item.



The screenshot shows a web form titled "Add Item Supplier" with a close button (X) in the top right corner. The form contains the following fields:

- Supplier:** A dropdown menu with "Select..." as the current selection.
- Supplier Item #:** A text input field containing "Eg: Starting Air Compressor #1, 8000 hrs routine, etc".
- Supplier Item Description:** A large text area with "Eg:" as a placeholder.
- Delivery Days:** A text input field with "0" entered.
- Minimum Order Quantity:** A text input field with "0" entered.
- Price Currency:** A dropdown menu with "Select..." as the current selection.
- Price:** A text input field with "2,900" entered.
- Discount:** A text input field with "0" entered.
- Net Price:** A text input field with "0" entered.
- Tax:** A dropdown menu with "Select..." as the current selection.

At the bottom right of the form, there are two buttons: "Add Supplier" (a dark button with a white plus icon) and "Close Window" (a red button).

2.4.6 All Components

The **All Components** tab provides a detailed overview of all equipment components where the selected spare part is used. This tab helps users trace the relationship between spares and their associated machinery or subsystems, ensuring accurate maintenance and part replacement planning.

It acts as a link between the spare item and the equipment hierarchy across vessels, improving visibility into where and how each spare is applied.

Table Overview

The table under this tab lists all relevant component details associated with the chosen spare item.

Column Name:

- Vessel Code - The short code representing the vessel to which the component belongs.
 - Vessel Name - Displays the full name of the vessel.
 - Component Code - A unique identifier assigned to each equipment component.
 - Component Name - The name or description of the machinery or subsystem where the spare part is used.
 - Qty Used - Indicates the number of spare parts utilized in that particular component.
 - Mandatory - Shows whether the spare is mandatory for the functioning of the equipment.
 - Component Type - Specifies the type of component (e.g., *Main Engine, Pump, Compressor*).
 - Critical - Highlights if the component is marked as critical for vessel operations or safety.
 - Maker - Refers to the manufacturer or OEM (Original Equipment Manufacturer) of the component.
-

- Drawing Number - Displays the technical drawing number corresponding to the component.
- System Number - Identifies the system group under which the component operates (e.g., *Fuel System, Cooling System*).
- Serial Number - Shows the unique serial number assigned to the component by the manufacturer.

Vessel Code	Vessel Name	Component Code	Component Name	Qty used	Mandatory	Component Type	Critical	Maker	Drawing Number	System Number	Serial Number
-------------	-------------	----------------	----------------	----------	-----------	----------------	----------	-------	----------------	---------------	---------------

Total records: 0 | Page 1 of 1 < 1 >

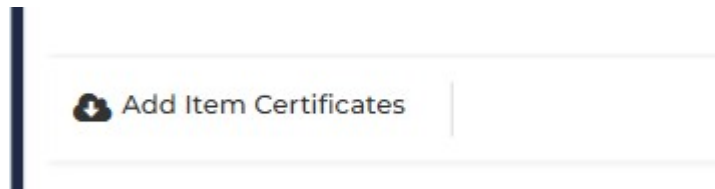
All Components – Component Mapping Overview

2.4.7 Item Certificates

The **Item Certificates** tab is used to store and manage all certification documents associated with a specific spare or equipment item. These certificates serve as proof of compliance, authenticity, or quality assurance for the item. Maintaining digital copies of certificates within the PMS ensures that all relevant technical documents are easily accessible during audits, inspections, or procurement processes.

Add Item Certificates

Users can upload new certificates by clicking the “**Add Item Certificates**” button. This option allows the attachment of PDF or document files that verify the material’s authenticity, manufacturer compliance, or classification approval.



Add Item Certificates Button

Certificate Listing Table:

Once uploaded, all certificate documents appear in a table format with the following fields:

- **File Name:** Displays the name of the uploaded certificate file.
- **Document Type:** Indicates the nature of the certificate (e.g., *Material Certificate, Class Certificate, Warranty Certificate*).
- **Size:** Shows the file size for reference.
- **Action:** Provides quick options to **view**, **download**, or **delete** the uploaded file.

 A screenshot of a web application interface showing a table for 'Item Certificates'. The table has a header with three columns: '# File Name', 'Document Type', and 'Size'. The body of the table contains a single row with the text '-- No Documents --'. Above the table is a navigation bar with tabs for 'General', 'Current Stock', 'Stock Ledger', 'Vessels', 'All Suppliers', 'All Components', 'Item Certificates', 'Images', and 'Documents'. The 'Item Certificates' tab is currently selected.

Item Certificates – Document Table

2.4.8 Images

The Images tab allows users to upload, store, and view images related to a particular spare or equipment item. This feature helps in visual documentation and assists maintenance engineers in quickly identifying components, their physical conditions, or configurations.

It is especially useful during inspections, spare verification, and audits where visual evidence is required for reference or record-keeping.

Key Features

- **Add Image Button:**

Located at the bottom-right corner (blue “+” icon), this button lets users upload one or multiple images associated with the selected item.

Supported formats typically include .jpg, .png, and .jpeg.

- **Image Display Section:**

Once images are uploaded, they will appear in this section, allowing users to preview or remove them when needed.



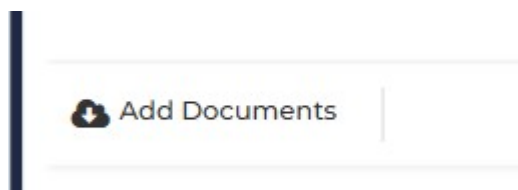
Images Tab – Upload Interface

2.4.9 Documents

The Documents tab is used to upload and manage all files or documents related to a specific spare or equipment item. This section acts as a centralized repository for storing manuals, technical sheets, inspection reports, and any other supporting documentation that aids maintenance and procurement operations.

Add Documents

The “Add Documents” button allows users to upload files directly linked to the selected spare part. Supported formats include PDF, Word, Excel, and image files, enabling flexible documentation management.



Add Documents Button

Document Table Fields

Once uploaded, documents will appear in a structured list with the following columns:

- **File Name:** The name of the uploaded document.
- **Document Type:** Indicates the type of document (e.g., *Technical Manual, Inspection Report, Manufacturer Datasheet*).
- **Size:** Displays the file size for quick reference.
- **Action:** Allows users to **view**, **download**, or **delete** the file as needed.

#	File Name	Document Type	Size
-- No Documents --			

Documents – File Management Table\

2.5 Table View

The Table View provides a tabular representation of all spare items for the selected vessel or office.

Unlike the **Tree View**, this view displays complete item information in a structured table format, allowing users to easily search, filter, and sort items.

Key Features and Field Descriptions

The Table View displays a complete list of spare items along with their key properties and technical references.

Each column in the table provides a specific type of information that helps users identify, categorize, and manage spare parts effectively.

Field Name:

- **Item Name** - The official name of the spare part or equipment as entered in the database. It helps users quickly identify the component.
 - **Code / Item Code** - A unique system-generated identification number (e.g., ASTR.19.0001) assigned to each spare. This ensures traceability across modules.
 - **Critical** - Indicates whether the item is critical for vessel operations. A checked box shows that the item is vital and requires priority handling.
 - **Item Group Name** - Specifies the category or department under which the item is grouped (e.g., Marine Chemicals, Engine Room Spares).
-

- **Maker** - The manufacturer or supplier responsible for producing the spare part. This helps in vendor reference and procurement.
 - **Description** - A brief detail of the item's nature, functionality, or composition (e.g., "Heavy-duty degreaser air cleaner").
 - **Type #** - Refers to the model or type number given by the manufacturer for identification of specific part versions.
 - **Reference #** - A cross-reference number that links the item to related documentation, equipment manuals, or component drawings.
 - **Drawing #** - The drawing reference associated with the spare, used for visual identification or technical documentation.
 - **Action (Eye Icon)** - Allows users to open a quick view or detailed item window without leaving the table.
-

Selected: Coastal Links India Pvt Ltd [Change](#) 🔍 🔄 + Add Item

#	Item Name	Code	Critical	Item Group Name	Maker	Description	Type #	Reference #	Drawing #	
1	ACC-9	ASTR.19.0001	■	Marine Chemicals		Heavy-duty degreaser air c...				🔍
2	ADDJUNCT B	ASTR.19.0001	■	Marine Chemicals		Adjusts hardness and phos...				🔍
3	ADJUSTING SCREW	ASTR.02.02.0001	■	AE Decarb Spares			6 DK 20		A 94-9	🔍
4	ACK 100	ASTR.19.0001	■	Marine Chemicals		One shot boiler and feed w...				🔍
5	AIR COOLER CLEANER	ASTR.19.0001	■	Marine Chemicals		Heavy-duty degreaser air c...				🔍
6	AIR COOLER CLEANER / ACC PLUS	ASTR.19.0001	■	Marine Chemicals		Heavy-duty degreaser air c...				🔍
7	AIR COOLER CLEANER / LT	ASTR.19.0001	■	Marine Chemicals		Heavy-duty degreaser air c...				🔍
8	ALKALINITY CONTROL	ASTR.19.0001	■	Marine Chemicals		Adjusts alkalinity.				🔍
9	ALKLEEN LIQUID	ASTR.19.0001	■	Marine Chemicals		Fish, vegetable oil Potassiu...				🔍
10	ALL GAMAZYMES - BACTERIA	ASTR.19.0001	■	Marine Chemicals		Bacteria based product for...				🔍
11	ALL GAMAZYMES - ENVIRONMENTAL	ASTR.19.0001	■	Marine Chemicals		Environmentally superior s...				🔍
12	AMEROIZE	ASTR.19.0001	■	Marine Chemicals						🔍
13	AMERGY 1000	ASTR.19.0001	■	Marine Chemicals						🔍
14	AMERGY 222	ASTR.19.0001	■	Marine Chemicals						🔍

Total records: 395 | Page 1 of 20 < 1 2 3 4 5 ... 20 >

Table View displaying item details with column-wise data fields.

Adding a New Item

When the user clicks the “Add Item” button, a new window opens where item details can be entered.

Overview Section:

- **Item No:** Auto-generated by the system
- **Item Name & Description:** Defines the spare part name and its description.
- **Internal Remarks:** Allows internal notes not visible to suppliers.
- **Item Group:** Specifies the category or department the spare belongs to.

- **Measurement Unit, Model Number, Manufacturer, Minimum & Maximum Stock:**

Define item specifications and stock control parameters.

Item Marking Options:

- Critical Item, Has Certificate, Track Expiry, Track Location, Dangerous Good, Contracted Item — checkboxes used to mark special conditions or compliance parameters.

Price Section:

- Includes **Currency, Price, Standard Price,** and **Tax** fields to define item costing and accounting details.



Add Item option from the Table View

Equipment Details
✕

General

Save Item

Overview

Item No:

Item Name: *

Description:
Anything that cannot be saved as field data can go in here. This will be sent to the supplier when creating a requisition.

Internal Remarks:
This text will not be sent to supplier and will be kept internal to the system. Eg. try to procure this from France as it is much cheaper there.

Item Group: *
Code: Name:

Measurement Unit: Manufacturer:

Model Number: Minimum Stock: Maximum Stock:

Inactive

Item Marking

Critical Item

Has Certificate

Track Expiry

Track Location

Dangerous Good

Contracted Item

Price

Currency: Price:

Standard Price:

Tax:

Technical

Reference No: <small>Eg. FUEL SHAFT 101.23, M24.101.23 etc.</small>	Drawing No: <small>Eg. FUEL SHAFT 101.23</small>	Drawing Position No: <small>Eg. FUEL SHAFT 101.23</small>	Reference Position No: <small>Eg. FUEL SHAFT 101.23</small>
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3. All Equipments

3.1 Overview

The All Equipments module provides a comprehensive view of all machinery and equipment managed within the PMS system. It helps users organize, track, and maintain records of each equipment along with its associated components, maintenance jobs, and spare parts. Through the Tree View and Table View options, users can easily navigate hierarchical structures or review detailed lists of equipment data. This module ensures efficient monitoring of equipment performance, quick access to related spares or documents, and streamlined maintenance planning across the fleet or facility.



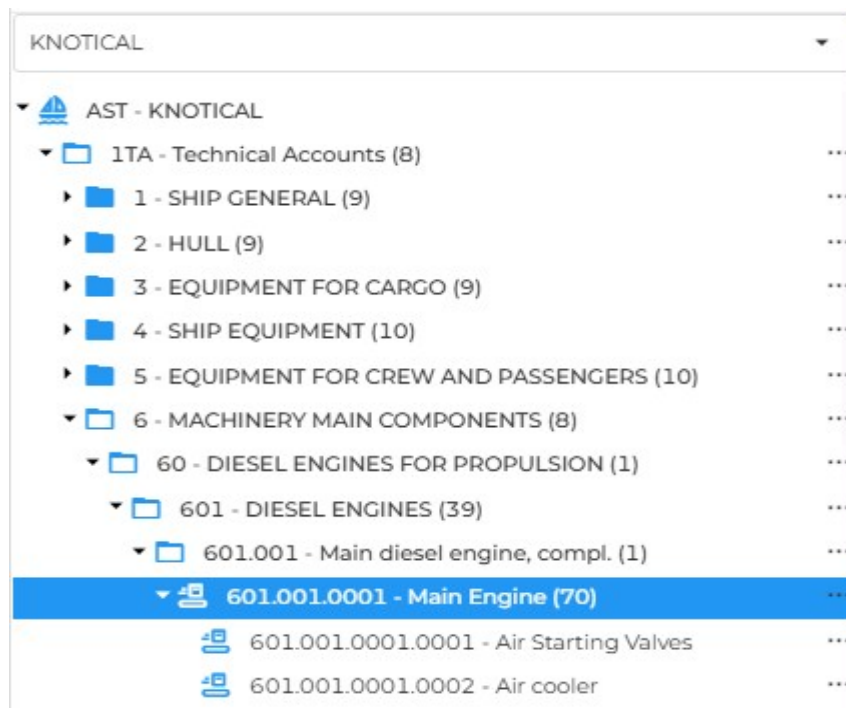
All Equipments – Navigation Panel

3.2 Tree View

The Tree View under the *All Equipments* module displays a hierarchical structure of all machinery and their subcomponents. Each vessel or office location expands into multiple technical categories such as Ship General, Hull, Cargo Equipment, and Machinery Main Components. Within each category, individual systems (e.g., Diesel Engines, Boilers, Compressors) are organized with their respective components and subassemblies.

Users can **expand or collapse folders, add new components or folders, rename, or delete entries** as required. Selecting a specific component (for example, *Main Engine*) opens its detailed information panel.

This structured representation allows users to easily navigate through the vessel's machinery layout, access related technical data, and manage maintenance records efficiently.

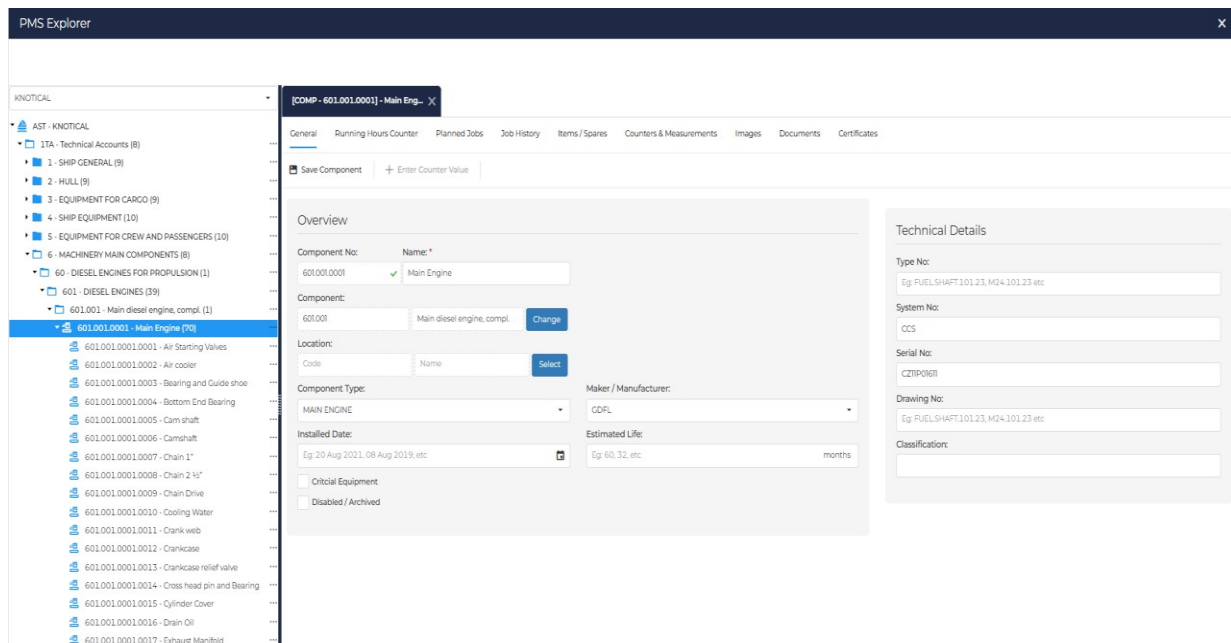


Equipment Hierarchy – Main Engine Structure

To access a specific component, users can expand folders step by step — starting from **AST – KNOTICAL → 1TA – Technical Accounts → 6 – Machinery Main Components → 60 – Diesel Engines for Propulsion → 601 – Diesel Engines → 601.001 – Main Diesel Engine, compl.**

Here, **601.001.0001 – Main Engine** is shown as an *example* to demonstrate the navigation flow.

The same process applies when viewing other equipment and their subcomponents within the system.



PMS Explorer – Component Details View

3.3 Viewing Component Details

When a specific equipment component is selected in the All Equipments → Tree View, the system opens the detailed view for that component. This view allows the user to review technical information, operational status, and maintenance-related data for that asset.

The component details are organized into tabs (e.g. **General, Running Hours Counter, Planned Jobs, Job History, Items / Spares, Counters & Measurements, Images, Documents, Certificates**) to give a complete picture of the equipment’s lifecycle, usage, and documentation.

This structured view supports technical teams in tracking critical machinery, confirming specifications, and planning maintenance actions. The example shown is for a “Main Engine,” but the same process applies to any other component in the vessel.

3.3.1 General

The General tab serves as the primary information hub for any selected component within the PMS (Planned Maintenance System). It consolidates essential identification data, classification details, and configuration parameters in a structured layout.

This section is mainly used by vessel engineers, technical superintendents, and maintenance teams to review or update component information for operational and maintenance purposes.

The screen is divided into two major parts — **Overview** on the left and **Technical Details** on the right.

Overview Section

The Overview area displays the core identification and operational attributes of the component. Each field is designed to ensure complete traceability and clarity in documentation.

Field Name:

- **Component No**

A unique system-generated code that identifies each component. This number cannot be edited and ensures consistent reference across maintenance, inventory, and job history modules. It is also used for audit trails and spare part mapping.

- **Name**

The user-defined title of the component (for example, *Main Engine*). It should clearly represent the equipment's function or identity. This field is mandatory to maintain clarity across linked maintenance records.

- **Component / Parent Assembly**

Indicates the parent item or major assembly under which the selected component falls.

For instance, the *Main Engine* component may belong to a larger assembly like *Main Diesel Engine, compl.* The Change button allows the user to modify this linkage in case of structural reassignments or re-categorization.

- **Location**

Specifies the exact physical or functional placement of the equipment onboard (e.g., *Engine Room, Deck Machinery Area*). Users can manually input or select a predefined location from the list using the Select button. Proper location tagging is crucial for on-site identification and inspection activities.

- **Component Type**

Defines the nature or category of the component (e.g., *Main Engine, Compressor, Pump, Valve*). This classification helps standardize reporting, filtering, and maintenance scheduling across vessels or departments.

- **Installed Date**

Denotes the exact date when the component was installed or commissioned onboard. Recording this date is vital for lifecycle tracking, warranty management, and planned maintenance scheduling based on time intervals.

- **Maker / Manufacturer**

Displays the original manufacturer or brand of the equipment (e.g., *GDFL*). Accurate entry ensures compatibility with spares, adherence to maker-recommended service intervals, and assists procurement in sourcing genuine parts.

- **Estimated Life**

Represents the anticipated operational lifespan of the component, usually expressed in months. This value assists maintenance planners in predicting replacement timelines, budgeting for spares, and aligning overhauls with vessel dry-dock schedules.

- **Status Indicators**

- **Critical Equipment**

When selected, marks the component as vital for vessel operation or safety. Such equipment is prioritized for preventive maintenance and often included in compliance audits.

- **Disabled / Archived**

Used when the component is no longer active or has been replaced. Archiving ensures historical records are retained for traceability without cluttering active component lists.

The screenshot shows a form titled "Overview" for a component. It includes the following fields and options:

- Component No.:** 601.001.0001 (with a green checkmark icon)
- Name:** * Main Engine
- Component:** 601.001 (with a dropdown arrow) | Main diesel engine, compl. (with a "Change" button)
- Location:** Code (with a dropdown arrow) | Name (with a "Select" button)
- Component Type:** MAIN ENGINE (with a dropdown arrow)
- Maker / Manufacturer:** GDFL (with a dropdown arrow)
- Installed Date:** Eg: 20 Aug 2021, 08 Aug 2019, etc. (with a calendar icon)
- Estimated Life:** Eg: 60, 32, etc. (with a "months" label)
- Critical Equipment
- Disabled / Archived

Technical Details Section

The Technical Details panel provides supplementary identification data, typically used for engineering references, certifications, and regulatory documentation.

Field Name:

- **Type No**

The model or type number as defined by the manufacturer. It is often required for spare procurement, equipment manuals, or technical drawing retrieval.

- **System No**

Denotes the system under which the component is categorized (for instance, *CCS, Lubrication System, Fuel Injection System*).

This field aids in organizing components within complex ship systems and supports integration with other subsystems in PMS.

- **Serial No**

A unique alphanumeric identifier assigned by the manufacturer, physically marked on the equipment. It is used for warranty claims, certification records, and service tracking.

- **Drawing No**

Provides a reference to technical or engineering drawings (e.g., *FUEL.SHAFT.101.23*). Linking drawings simplifies part replacement and maintenance by ensuring visual reference for engineers.

- **Classification**

Captures the classification society or operational category associated with the component (e.g., *DNV, BV, Class Required*). This is essential for verifying compliance with marine standards and scheduled surveys.

Technical Details

Type No:

System No:

Serial No:

Drawing No:

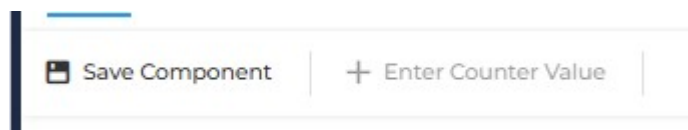
Classification:

Technical Details Section

Action Controls

Located at the top of the tab, two key actions are available:

- **Save Component**
Allows users to commit any modifications made to the component fields. It ensures that changes are recorded instantly in the PMS database.
- **Enter Counter Value**
Enables entry of current operational readings, such as running hours or cycles. These values are crucial for generating maintenance alerts based on condition or usage thresholds.



3.3.2 Running Hours Counter

The Running Hours Counter tab allows users to monitor and record the operational duration of machinery or components. It serves as a crucial input for condition-based maintenance, where servicing schedules depend on equipment usage rather than fixed calendar intervals.

This feature ensures that maintenance activities, such as oil changes, inspections, or overhauls, are triggered precisely when the component has run for a specified number of hours — optimizing performance and extending equipment life.

The screenshot displays the 'Running Hours Counter' configuration panel. At the top, there are tabs for 'General', 'Running Hours Counter', 'Planned Jobs', 'Job History', 'Items / Spares', 'Counters & Measurements', 'Images', 'Documents', and 'Certificates'. Below the tabs, there are buttons for 'Save Component' and '+ Enter Counter Value'. A checkbox labeled 'Running Hours Counter Available' is checked. The main configuration area includes:

- Average Change Per day:** A text input field with a dropdown menu set to 'hrs'. Example text: 'Eg. 12, 24, 48, etc.'.
- Manual Reading:** A checked checkbox.
- Reading Frequency:** A text input field with a dropdown menu set to 'days'. Example text: 'Eg. 7, 14, 28, etc.'
- Initial Value:** A text input field with a dropdown menu set to 'hrs'. Example text: 'Eg. 100, 365, etc.'
- Max Counter Value:** A text input field with a dropdown menu set to 'hrs'. Example text: 'Eg. 100, 365, etc.'
- Reference Name:** A text input field with a note: 'Reference Names are used in forms'.

To the right of the configuration panel is a table titled 'Running Hours / Counter History' with the following structure:

Date	Value	Remark	Read By
No data			

Running Hours Counter

The Running Hours Counter Available checkbox enables or disables the counter function for the selected component. Once activated, it displays a panel where detailed counter configurations can be set.

Field Name:

- **Average Change Per Day**

Defines the expected daily operational hours of the equipment (e.g., 12, 24, or 48 hours).

This helps in estimating when maintenance thresholds will be reached.

- **Manual Reading**

Allows manual input of the current running hours. This option is used when automatic data synchronization (from sensors or monitoring systems) is unavailable.

- **Reading Frequency**

Specifies how often readings are recorded (e.g., every 7, 14, or 28 days). Regular logging ensures accurate tracking of component usage and trend analysis over time.

- **Initial Value**

Sets the base or starting hour reading from which the counter begins. It's typically used when integrating older equipment already in use before system adoption.

- **Max Counter Value**

Determines the upper limit for the counter. When this value is reached, it may trigger a reset or maintenance alert, depending on system configuration.

- **Reference Name**

A label used to identify the counter in reports or linked forms. This enhances crossreferencing across maintenance and inspection records.

Running Hours Counter Available

Running Hours Counter

Average Change Per day: * hrs

Manual Reading:

Reading Frequency: days

Initial Value: hrs

Max Counter Value: hrs

Reference Name:

Running Hours Counter Configuration Panel

Counter History Section

The Running Hours / Counter History table on the right displays all recorded entries with details such as:

- **Date:** When the reading was logged.
- **Value:** The recorded running hour.
- **Remark:** Any notes or observations added by the user.
- **Read By:** The person responsible for entering the data.

This log ensures complete traceability of readings, assisting in trend analysis, identifying irregular usage, and validating maintenance decisions.

Running Hours / Counter History

Date	Value	Remark	Read By
No data			

Running Hours / Counter History Table

3.3.3 Planned Jobs

The *Planned Jobs* tab displays the list of all maintenance jobs associated with a specific equipment or component. Each entry includes details such as Job No., Job Name, Component No., Component Name, Parent Component Name, Critical Equipment, Class Related, and Job Groups. This section provides a structured overview of all scheduled maintenance activities that are predefined within the system.

When no jobs are currently created, the table remains empty, awaiting user input through the “Add New Job” option.

Job No.	Job Name	Component No.	Component Name	Parent Component Name	Critical Equipment	Class Related	Job Groups
---------	----------	---------------	----------------	-----------------------	--------------------	---------------	------------

Planned Jobs Panel

Adding a New Job

The Add New Job function allows users to define and manage preventive maintenance tasks associated with specific equipment or machinery components within the PMS (Planned Maintenance System). This feature ensures that all maintenance routines are clearly documented, scheduled, and assigned to the appropriate personnel.

Field Name:

- **Job No./Code**

Automatically generated by the system to maintain a unique identification number for each maintenance task.

- **Job Name**

The user must provide a clear and concise title describing the task (e.g., *Lubrication of Main Engine Bearings* or *Inspection of Cooling Water Pump*).

- **Component No. & Name**

These fields are automatically fetched based on the selected component. For instance, *601.001.0001 – Main Engine*.

- **Responsible Role**

Specifies who is responsible for executing the job. The dropdown menu includes roles such as *Captain, Chief Officer, Second Officer, ETO, Bosun, Pumpman, Able Seaman*, etc.

This ensures that each task is assigned to qualified personnel.

- **Job Text**

Describes the step-by-step instructions for performing the maintenance (e.g., *Check connecting rods, inspect piston rings, clean air filters*).

This acts as a reference for technicians and ensures uniformity in maintenance operations.

- **Procedure Text**

Defines additional instructions or class requirements for the maintenance job (e.g., *Measure clearances as per class standard*).

It may include safety protocols, inspection criteria, or compliance checks as per company or class guidelines.

- **Job Review Required**

This checkbox indicates whether the job requires review after completion. If selected, it ensures that the maintenance work undergoes verification and quality assurance by a senior officer.

- **Save the Job**

After filling in all details, click the Add Job button. The new job is then added to the list under the *Planned Jobs* section and becomes part of the ship's preventive maintenance schedule.

The screenshot shows a window titled "Add New Job" with a close button (X) in the top right corner. The form contains the following fields and options:

- Job No. / Code:** A text input field containing "<auto generated>".
- Job Name:** A text input field containing "Eg: Starting Air Compressor #1, 8000 hrs routine, etc".
- Component No.:** A text input field containing "601.001.0001".
- Name:** A text input field containing "Main Engine".
- Responsible Role:** A dropdown menu with a "Select..." option. A list of roles is displayed in a separate window, including: Captain, Chief Officer, Second Officer, Third Officer, Deck Cadet, Bosun, Pumpman, Able Seaman, Ordinary Seaman, Chief Steward, Chief Cook, Steward, ETO, AB 1, AB 2, AB 3, OS 1, and a "Select..." option at the bottom.
- Job Text:** A text input field containing "Eg: Check piston rings Check connecting rod bearing, etc".
- Procedure Text:** A text input field containing "Eg: Measure thickness accoding to class requirement, etc".
- Job Review Required?:** A checkbox that is checked.

At the bottom right of the window, there are two buttons: "Add Job" (with a plus icon) and "Close Window" (in red).

Add New Job Window showing all job creation fields

Once a new job has been successfully created, it appears in the **Planned Jobs** list with its corresponding Job Code, Component Number, and Responsible Role.

Selecting a job opens its **detail panel**, where various configuration tabs are displayed to define additional parameters of that job.

General Tab

The General tab contains the Job Overview section, where users can view or edit the job name, assigned component, responsible officer, job text, and procedure text.

Additionally, within this tab, users can configure **Job Triggers**, which define *how and when* the maintenance activity should occur.

The screenshot displays the 'General' tab interface. The 'Overview' section on the left contains the following fields:

- Job No. / Code:** 2B601.001.0001.0001 (with a green checkmark)
- Job Name:** Routine Inspection of Main Engine Lubrication System
- Component No.:** 601.001.0001
- Name:** Main Engine
- Responsible Role:** Chief Officer (with a dropdown arrow)
- Job Text:** Check oil pressure, verify cleanliness of filters, inspect connecting rod bearings, and ensure proper lubrication of moving parts. Record observations and rectify any leakage.
- Procedure Text:** Follow manufacturer's routine check procedure for main engine lubrication. Ensure oil filters are replaced if differential pressure exceeds permissible limits. Comply with class maintenance intervals and record job completion details.
- Job Review Required?:**

The 'Job Triggers' section on the right features a '+ Add New Trigger' button and a table with the following structure:

Trigger type	Description
No data	

General Tab – Job Overview and Job Triggers Section for Planned Job

There are four types of triggers available:

- **Run Once Trigger**

- 1) Purpose:

Used for a one-time maintenance task or inspection that needs to be executed on a specific date.

- 2) Field:

Run Date: The user selects the desired date for the job to occur.

3) Example:

A *Run Once Trigger* may be set for *Main Engine Oil Sampling* on 26-10-2025.

4) Explanation:

Once the job is completed on the selected date, this trigger will not repeat automatically.



Run Once Trigger Window

- **Calendar Trigger**

5) Purpose:

This trigger is used to schedule recurring maintenance jobs based on calendar days.

6) Fields:

- **Recurrence Frequency:** Defines whether the job repeats every *day, week, or month*.
- **Repeat Every (In Days):** Specifies the interval between two job runs (e.g., every 7 days).
- **First Run Date:** The start date for the recurrence.
- **Subsequent Runs:** Option to select *Fixed* or *Floating* schedule.
- **End Recurrence:** Defines when the recurrence stops (*Never, After X runs, On specific date*).

7) Example:

A *Calendar Trigger* can be configured to repeat every 30 days for *Lubrication System Inspection*, starting from 26-10-2025 and continuing indefinitely.

8) Explanation:

This trigger ensures periodic maintenance irrespective of machine usage, aligning with preventive maintenance schedules.

×

Add Job Trigger

Add Calendar trigger

Recurrence Frequency

Recurrence Rule

Repeat Every (In Days)

Subsequent Runs

First Run Date

End Recurrence

#	Next Run Date
1	Sunday, October 26, 2025
2	Monday, October 27, 2025
3	Tuesday, October 28, 2025

Calendar Trigger Configuration Window

- **Counter Trigger**

9) Purpose:

This trigger links maintenance schedules to machine operating hours or counters (e.g., engine running hours).

10) Fields:

- **Select Counter:** Choose the specific counter (e.g., *Main Engine Running Hours*).
- **Frequency:** Defines how often the job should trigger based on counter increments.
- **First Run Value:** Starting point of the counter for job initiation.
- **Per Day Increment:** Average daily increment used for forecasting next job.
- **End Recurrence:** When the trigger should stop.

11) Example:

A job can be triggered every *500 running hours* of the *Main Engine* for inspection of filters.

12) Explanation:

Ideal for equipment-dependent maintenance that relies on operational hours instead of fixed dates.

Counter Trigger Setup Window

- **Measurement Trigger**

13) Purpose:

This trigger activates a job when a specific measurement parameter crosses predefined limits.

14) Fields:

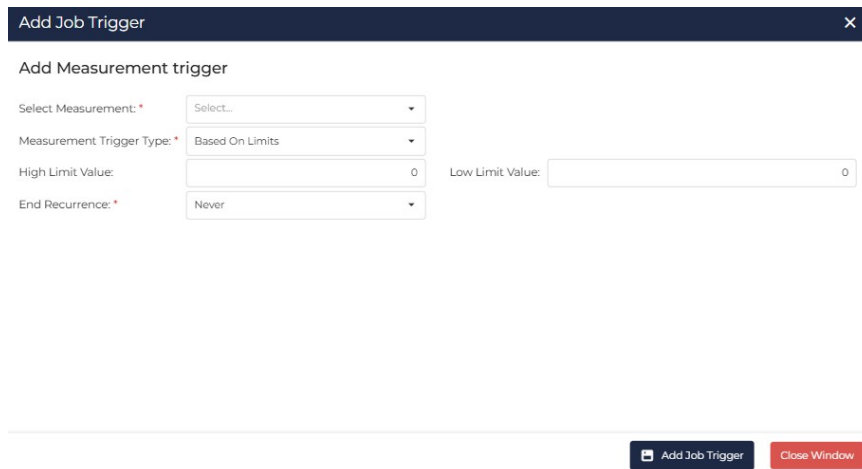
- **Select Measurement:** Choose a measurable parameter (e.g., *Lubricating Oil Pressure*).
- **Measurement Trigger Type:** Select condition type (*Based on Limits, Threshold Crossing, etc.*).
- **High/Low Limit Value:** Define acceptable range values.
- **End Recurrence:** Option to end trigger after limit condition is met.

15) Example:

If *Lube Oil Pressure* drops below *2.5 bar*, a maintenance job for oil system inspection is automatically triggered.

16) Explanation:

Enables predictive maintenance based on real-time sensor data or measurement inputs.



Measurement Trigger Configuration Window

Job Resources Tab

Once the job trigger has been configured, the next step in the *Planned Jobs* module is to define the resources required for performing that specific job. The Job Resources tab enables users to assign vessel personnel, estimate manpower hours, and compute the total cost associated with executing the maintenance activity.

It provides a tabular layout where details such as Code, Name, Hourly Rate (AED), Estimated Man Hours, Additional Cost (AED), and Total Cost (AED) are displayed for each assigned role.

Field Name:

- ❖ **Code / Name:** Indicates the personnel category or resource identifier.
- ❖ **Hourly Rate (AED):** Defines the rate per hour for the designated crew member.

- ❖ **Estimated Man Hours:** Represents the expected number of hours required for the completion of the job.
- ❖ **Additional Cost:** Covers any other expenses such as overtime, special tools, or consumables related to the task.
- ❖ **Total Cost:** Automatically calculated by multiplying the hourly rate with the estimated man hours and adding any extra cost.

At the bottom, the **Total Job Cost** field provides a cumulative cost of all resources assigned for that particular maintenance job. This ensures a complete overview of manpower expenditure, aiding the ship's management in efficient cost tracking and budget allocation.

Code	Name	Hourly Rate (AED)	Estimated Man Hours	Additional Cost (AED)	Total Cost (AED)
Total Job Cost:					AED 0.00

Job Resources Tab

Add Job Resource

The Add Job Resource window allows users to manually add new manpower details to a planned job.

In this window, the user must specify the following fields:

- **Vessel User Role**

This drop-down menu lists various roles available onboard such as *Chief Engineer, Second Engineer, Oiler, Fitter, or Wiper*. The selected role represents the person responsible for carrying out or assisting in the maintenance task.

- **Estimated Man Hours**

This field specifies the total number of hours required by the selected personnel to complete the job. It serves as a basis for manpower planning and work scheduling.

- **Hourly Rate (AED)**

Indicates the cost per hour of the crew member's labor, which is automatically fetched or can be entered manually based on the ship's configuration.

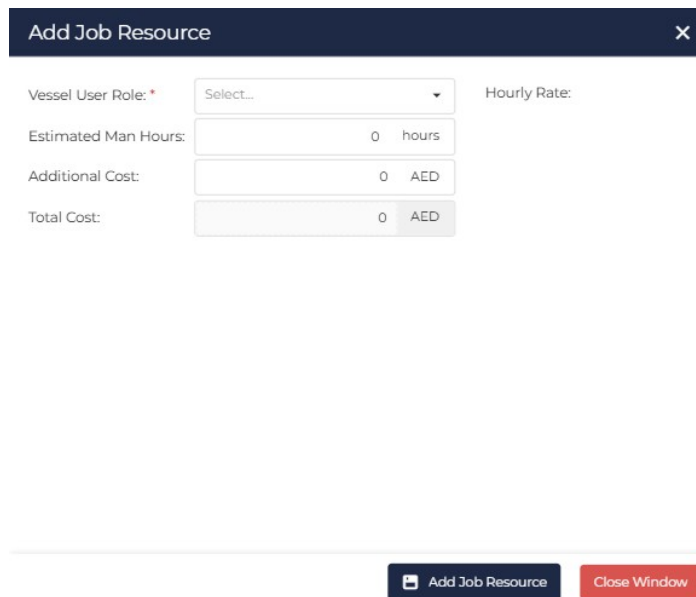
- **Additional Cost (AED)**

Represents any supplementary cost incurred apart from labor—such as extra allowances, special equipment use, or travel-related expenses.

- **Total Cost (AED)**

Automatically calculated based on the given man hours and hourly rate, ensuring transparency and accuracy in cost assessment.

Once the details are filled, clicking the **Add Job Resource** button adds the new resource to the list of assigned personnel for that particular planned job.



Add Job Resource Window

Spares / Items

The Spares / Items tab in the *Planned Jobs* module allows users to link the required spare parts or consumable materials needed for executing a particular maintenance job. This ensures that all necessary components are readily available before the task is carried out, thereby minimizing downtime and improving maintenance efficiency.

This section helps in planning procurement and stock management by identifying whether the spare part is **in stock**, **in transit**, or needs to be **reordered**.

Field Name:

- **Item Code:** Unique identification number assigned to each spare item.
- **Item Name:** Descriptive name of the component or part.
- **Mandatory:** Indicates whether the item is essential for completing the job.

-
- **Quantity:** Specifies the number of items required.
 - **In Stock / In Transit:** Displays the availability status of the spare in the ship's inventory.
 - **Critical:** Marks items that are critical for safe operation and must always be available onboard.
 - **Maker, Type Number, Reference Number, Drawing Number, Standard Number:**
Provide detailed technical references for procurement and traceability.

Add Item / Spare

The Add Item / Spare window in the *Planned Jobs* module enables users to associate necessary spare parts, consumables, or materials with a specific maintenance activity.

This function is crucial for ensuring that all essential items are pre-identified and available before the job is scheduled for execution. It helps in resource planning, material management, and avoids delays in maintenance operations.

When the user clicks on the “Add Item / Spare” button, a pop-up window opens, offering two ways to locate and select the required spare part — the Search Tab and the Tree Tab.

Search Tab

In the Search Tab, the user can directly search for a particular item using its Item Name or Item Number.

This feature is ideal when the user already knows the part name or code to be added.

Field Name:

- **Search Bar**

Allows the user to input keywords such as part name, code, or type (e.g., “Oil Filter,”

“Gasket,” or “Bearing”).

The system instantly retrieves matching results from the vessel’s inventory database.

- **Result Table Columns**

The search results are displayed in a structured table with the following details:

- **Item No.:** The system-generated unique identification number for each spare part.
 - **Item Name:** The descriptive name of the item, helping users recognize it easily.
 - **Item Group:** Indicates the category of the spare (e.g., Filters, Gaskets, Lubrication Components).
 - **Critical:** Displays whether the item is critical to the ship’s operation.
 - **Maker:** Shows the manufacturer’s name or brand of the component.
 - **Type Number:** Displays the model or type code assigned by the manufacturer.
- **Add Items Button**

Once the user locates the correct part, they can select it from the list and click “Add Items” to link it to the chosen maintenance job.

The screenshot shows a window titled "Add Item" with a search bar and a table. The search bar contains the text "Enter item name..." and a search button. The table has the following columns: Item No., Item Name, Item Group, Critical, Maker, and Type Number. The table is currently empty, displaying "No Items". The dialog also includes a search button, a close button, and an "Add Items" button.

Tree Tab

The Tree Tab provides a hierarchical or folder-based structure of all components and their associated spare parts under the vessel's technical catalog.

This navigation method is particularly useful when users are not sure of the exact item name but know which system or equipment it belongs to.

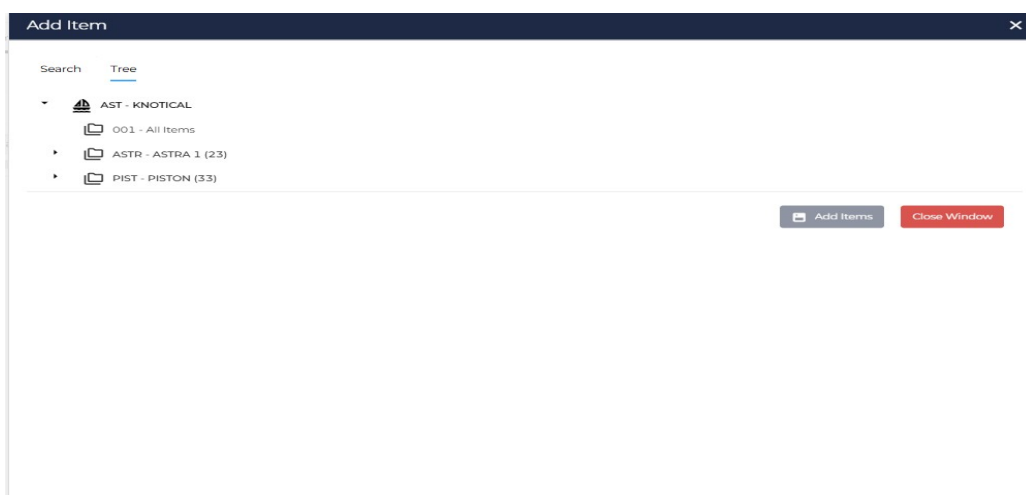
The hierarchy begins with the vessel name (e.g., **AST – KNOTICAL**) which represents the root directory of the ship's spare parts database.

Below it, the catalog expands into equipment categories, each denoted by standardized codes and descriptions.

Each main category can be expanded to view the **subcomponents** and **individual spares** it contains.

For example, within *ASTR.02 – Engine Room Spares*, users might find lubricating oil filters, gaskets, bearings, and fuel injectors relevant to machinery maintenance.

Once identified, clicking “**Add Items**” links these parts directly to the job card, ensuring their details are included in the planned maintenance workflow.



Job Groups

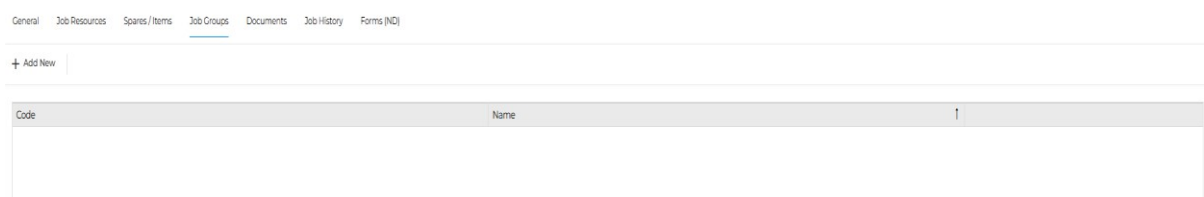
The Job Groups tab under *Planned Jobs* allows users to categorize individual maintenance jobs into broader groups based on their type of work, equipment area, or maintenance discipline.

This feature supports better organization, filtering, and scheduling of similar jobs. By grouping related activities together, the system simplifies maintenance planning and reporting across various systems and departments.

The Job Groups page consists of two columns:

- **Code:** A unique identifier automatically assigned to each job group.
- **Name:** The descriptive title of the job group, such as *Mechanical Jobs* or *Painting Jobs*.

An “**Add New**” button is provided on the top left corner, which allows users to add a new job group from a predefined list or create a custom category if permitted by the system administrator.



The screenshot shows a web interface for Job Groups. At the top, there is a navigation bar with tabs: General, Job Resources, Spares / Items, Job Groups (selected), Documents, Job History, and Forms (ND). Below the navigation bar is a '+ Add New' button. Underneath is a table with two columns: 'Code' and 'Name'. The table is currently empty.

Code	Name
------	------

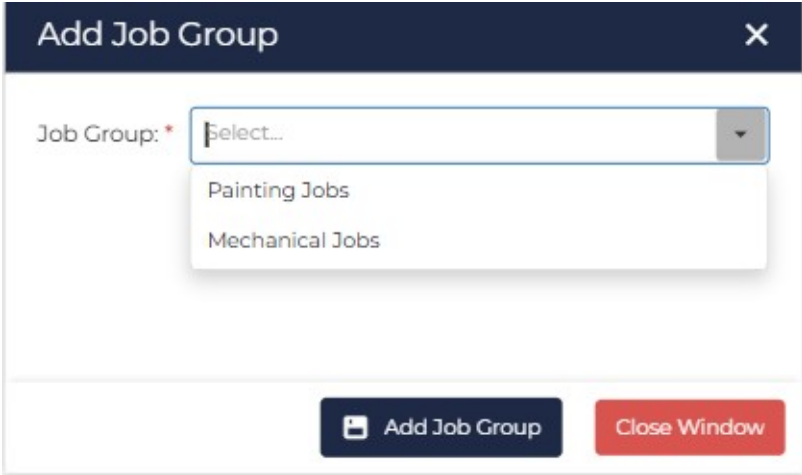
Add Job Group

When the “Add New” button is selected, the *Add Job Group* window appears, enabling users to assign the job to an appropriate maintenance category.

The Job Group dropdown contains standardized options, for example:

- Painting Jobs
- Mechanical Jobs

Once the suitable category is selected, the user can click “**Add Job Group**” to save the configuration.



The screenshot shows a dialog box titled "Add Job Group" with a close button (X) in the top right corner. Below the title bar, there is a label "Job Group: *" followed by a dropdown menu. The dropdown menu is open, showing two options: "Painting Jobs" and "Mechanical Jobs". At the bottom of the dialog, there are two buttons: a dark blue button with a document icon and the text "Add Job Group", and a red button with the text "Close Window".

Documents

The Documents tab in the *Planned Jobs* module allows users to upload, store, and link reference files related to a specific maintenance job.

This feature serves as a centralized repository for all job-related documentation such as maintenance manuals, safety guidelines, checklists, and inspection reports. It ensures that relevant technical references are easily accessible to the crew performing the task.

The Documents interface consists of the following columns:

- File Name - Displays the name of the uploaded document (e.g., *Main Engine Lubrication Procedure.pdf*).

- **Document Type** - Indicates the category of the document such as *Manual, Checklist, Drawing, Procedure, or Certificate*.
- **Size** - Shows the file size of the uploaded document for reference.
- **Action** - Provides options to view, download, or delete the uploaded file.

An “**Add Documents**” button, represented with a cloud upload icon, is available at the top of the page. This button is used to attach one or more supporting documents to the selected maintenance job.

When the “**Add Documents**” button is clicked, a file upload dialog box appears, allowing users to browse and select files from their system.

Once the desired files are selected, they can be uploaded and linked directly to the corresponding job.

#	File Name	Document Type	Size	Action
-- No Documents --				

Job History

The **Job History** tab under *Planned Jobs* provides a chronological record of all maintenance activities performed for a specific job.

It displays essential details such as job status, due dates, completion details, and responsible personnel, ensuring a clear audit trail for every maintenance task.

The **Job History** section includes a detailed table containing the following columns:

- **Status** - Displays the current stage of the job such as *Scheduled*, *In Progress*, or *Completed*.
- **Due Date** - Indicates the planned date for performing the job as defined in the maintenance schedule.
- **Started Date** - The date on which the job was actually initiated.
- **Completed Date** - The date on which the job was marked as finished and verified.
- **Activated By** - The user or officer who activated the job for execution.
- **Completed By** - The user or responsible person who performed and confirmed job completion.
- **Next Due Date** - Automatically calculated based on the maintenance frequency or trigger interval defined earlier.

General Job Resources Spares / Items Job Groups Documents Job History Forms (ND)

Status	Due Date	Started Date	Completed Date	Activated By	Completed By	Next Due Date
SCHEDULED	01 Nov 2025					

Total records: 1 | Page 1 of 1 < 1 >

Forms (ND)

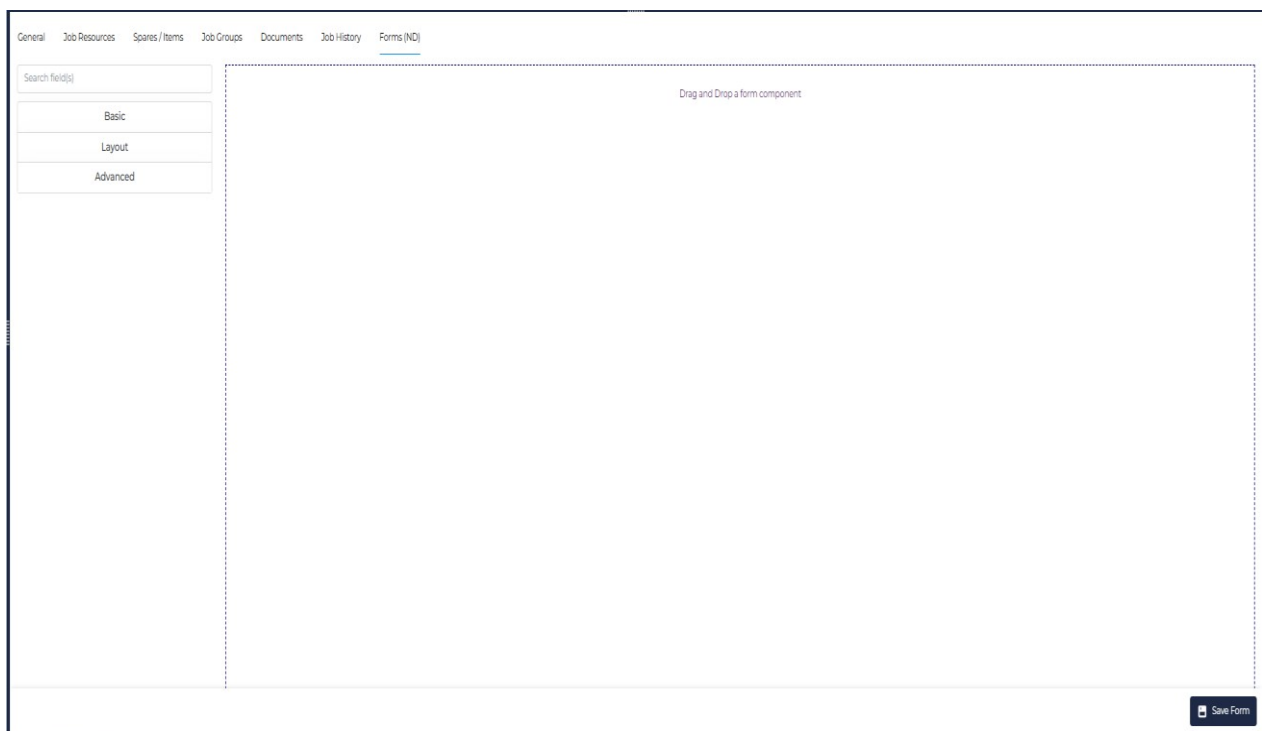
The Forms (ND) tab (Non-Destructive Forms) allows users to create, customize, and attach digital checklists or inspection forms related to a specific planned maintenance job.

This feature replaces manual paper-based forms with a structured, drag-and-drop form builder, improving efficiency, accuracy, and recordkeeping.

The Forms (ND) interface is divided into two main panels:

- **Left Panel:**
Contains the available form components that can be used to design a custom inspection form.
- **Right Panel:**
Represents the form workspace, where users can drag and drop components to design the required form layout.

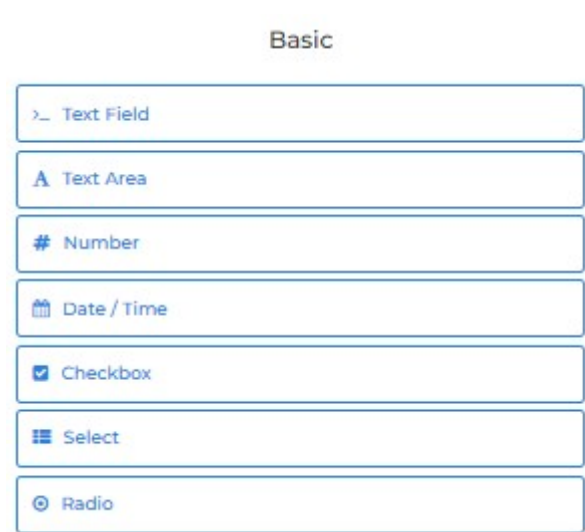
At the bottom-right corner, the **“Save Form”** button allows users to save the customized form once all required fields have been added.



Basic

The Basic section provides commonly used form elements for recording maintenance or inspection data:

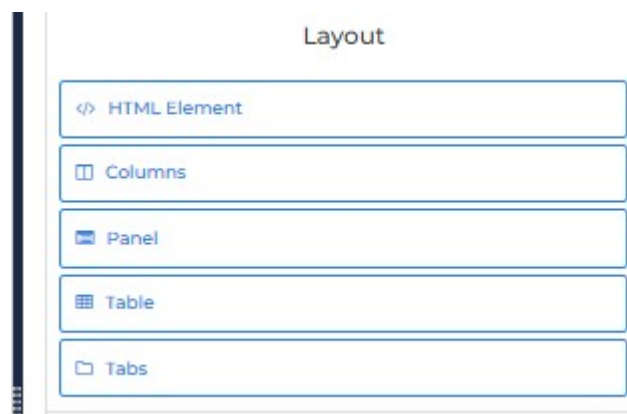
- Text Field - Used for short, single-line inputs such as part number, technician name, or equipment ID.
- Text Area - Allows longer text entries such as remarks, observations, or procedure notes.
- Number - Accepts numeric values (e.g., pressure readings, temperature, vibration level).
- Date/Time - Enables recording of specific dates and times for maintenance or inspection activities.
- Select (Dropdown) - Allows users to choose from predefined options such as “Yes / No,” “Pass / Fail,” or “OK / Not OK.”
- Radio Button - Used for selecting a single option among multiple choices, ideal for condition ratings or status updates.



Layout Fields

The Layout section provides structural elements that help organize form fields clearly and professionally. These components allow users to build forms that are easy to read, logically grouped, and visually aligned for efficient data entry.

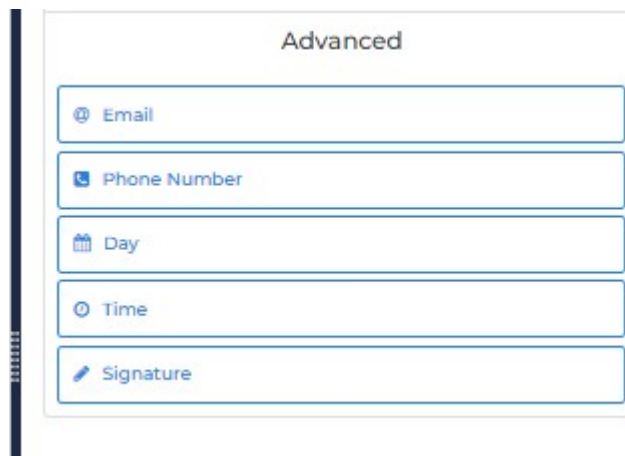
- **HTML Element** - Allows insertion of formatted text or HTML content such as headers, instructions, or section titles within the form. Useful for adding guidelines or safety notes.
- **Columns** - Divides the form layout into multiple columns, enabling side-by-side placement of related fields (e.g., “Pressure” and “Temperature”).
- **Panel** - Groups multiple related input fields into a single framed section. For example, a “Lubrication Details” panel can include all oil-related parameters.
- **Table** - Adds a tabular structure for repetitive data entry, such as component readings, test results, or part specifications.
- **Tabs** - Creates multiple tabs within a single form, allowing large or complex forms to be divided into categorized sections (e.g., “Observations,” “Measurements,” “Remarks”).



Advanced Fields

The Advanced section adds specialized data-capture fields that go beyond standard input types, supporting more detailed and authenticated records.

- Email - Captures email addresses, typically used for entering contact details of inspectors, engineers, or verification personnel.
- Phone Number - Records contact numbers for quick communication or follow-up.
- Day - Captures the specific day of maintenance or inspection, useful for scheduling or daily reporting forms.
- Time - Records the exact time of inspection, measurement, or job completion, ensuring accurate traceability.
- Signature - Provides a digital signature field for authorized personnel to verify the completion of the task or inspection. It enhances the form's authenticity and approval process.



The image shows a screenshot of a form's 'Advanced' section. The section is titled 'Advanced' and contains five input fields, each with a small icon to its left: 'Email' (envelope icon), 'Phone Number' (phone icon), 'Day' (calendar icon), 'Time' (clock icon), and 'Signature' (pen nib icon). The fields are stacked vertically and are currently empty.

3.3.4 Job History

The Job History module serves as a comprehensive log of all maintenance jobs — both completed and pending — within the system. It enables users to track, review, and analyze all past and ongoing maintenance activities, providing transparency and accountability in the vessel's maintenance management process.

Each column in the Job History table serves a specific purpose in documenting and tracking the lifecycle of every maintenance job.

Field Name:

- Job Code - A unique, system-generated identifier for each job (e.g., *JB.601.001.0001.0001*). It ensures traceability and easy cross-reference with planned jobs.
 - Name - The job title or short description (e.g., *Routine Inspection of Main Engine Lubrication System*).
 - Status - Indicates the current state of the job such as *Scheduled, In Progress, Completed, or Overdue*.
 - Due Date - Displays the assigned date for executing the job as per the maintenance schedule.
 - Started Date - Refers to the actual date on which the job activity was initiated.
 - Completed Date - Records the date on which the maintenance or inspection work was completed.
 - Activated By - Shows the name or role of the user who initiated or activated the job.
 - Completed By - Displays the name or designation of the person who performed and confirmed the completion of the job.
-

- Next Due Date - Automatically computed based on the job's frequency or maintenance interval, helping in scheduling the next routine check.

Job Code	Name	Status	Due Date	Started Date	Completed Date	Activated By	Completed By	Next Due Date

Total records: 0 | Page 1 of 1

Job History Interface

3.3.5 Items / Spares

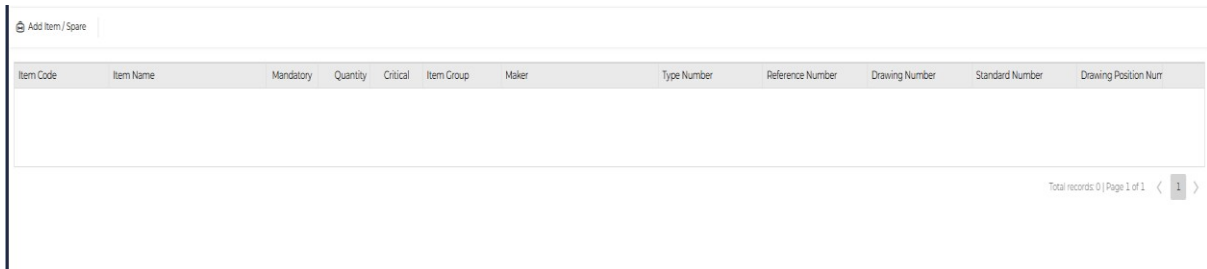
The Items / Spares section under the maintenance module serves as a quick reference and linkage point between maintenance jobs and the corresponding spare parts or consumable items required to perform those tasks.

This tab ensures that all necessary materials are available, properly listed, and traceable during maintenance execution, thereby preventing delays and improving operational readiness.

This interface displays a detailed list of all spare parts or items associated with the selected component or job.

The key data fields include *Item Code*, *Item Name*, *Quantity*, *Maker*, *Type Number*, *Reference Number*, *Drawing Number*, and *Standard Number*.

The process is similar to what has already been discussed under the “**Planned Jobs**” section.



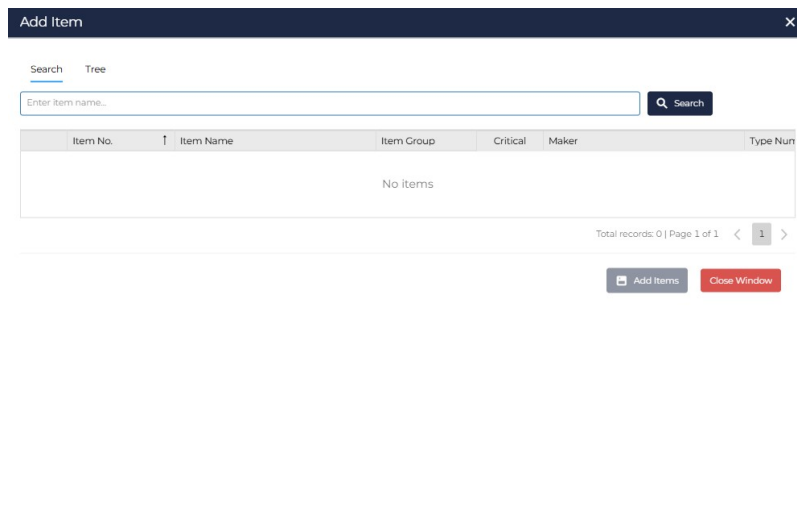
Item Code	Item Name	Mandatory	Quantity	Critical	Item Group	Maker	Type Number	Reference Number	Drawing Number	Standard Number	Drawing Position Nurr
-----------	-----------	-----------	----------	----------	------------	-------	-------------	------------------	----------------	-----------------	-----------------------

Total records: 0 | Page 1 of 1

Add Item / Spare

Users can search for required spares using the Search tab by entering an item name or number, and then selecting it from the results list.

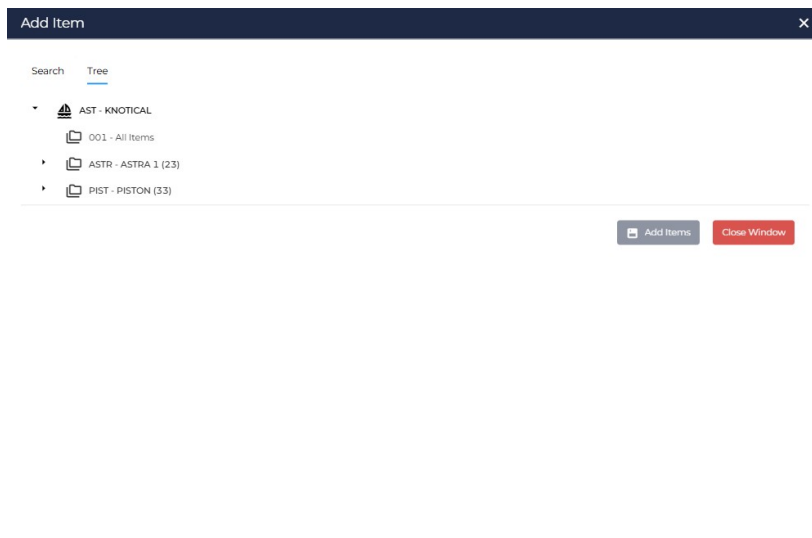
Alternatively, users can navigate through the **Tree view**, which categorizes all spares under equipment groups (e.g., *AST-KNOTICAL* → *ASTR.02 Engine Room Spares*).



Item No.	Item Name	Item Group	Critical	Maker	Type Num
No items					

Total records: 0 | Page 1 of 1

Search View



Tree View

The process of adding or associating spare parts here is similar to what has already been discussed under the “**Planned Jobs**” section.

3.3.6 Counters & Measurements

The Counters & Measurements section is designed to record, monitor, and manage equipment running hours and measurement parameters that determine the scheduling of maintenance activities.

This interface provides an overview of all defined counters and measurements related to specific equipment.

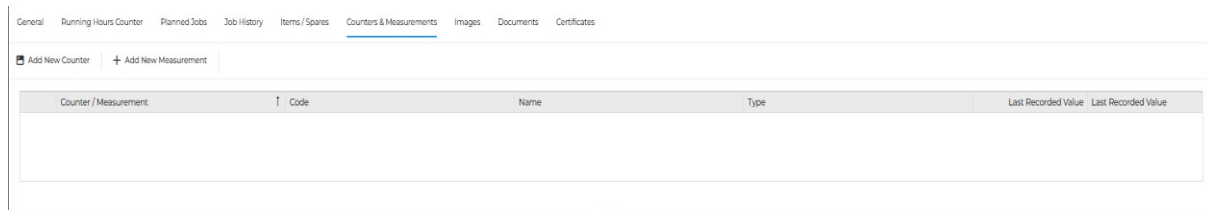
It displays key columns such as **Counter / Measurement**, **Code**, **Name**, **Type**, and **Last Recorded Value**, helping users to view, track, and update readings systematically.

Field Name:

- Counter / Measurement - Identifies whether the record represents a Counter (e.g.,

Running Hours) or a Measurement (e.g., Pressure).

- Code - A unique system-generated identifier for each counter or measurement entry, ensuring traceability.
- Name - Descriptive title of the counter or measurement (e.g., *Main Engine Counter*, *Rudder Clearance*).
- Type - Defines whether the entry is a *Running Hour Counter*, *Cycle Counter*, *Temperature*, *Pressure*, or other measurable types.
- Last Recorded Value - Displays the most recent value logged for the counter or measurement. This field helps in analyzing trends or detecting abnormal variations.
- Last Recorded Date / Time - (In some configurations) captures when the last reading was taken — ensuring time-based monitoring and record accuracy.



The screenshot shows a software interface for managing counters and measurements. At the top, there is a navigation menu with options: General, Running Hours Counter, Planned Jobs, Job History, Items / Spares, Counters & Measurements (which is highlighted), Images, Documents, and Certificates. Below the menu, there are two buttons: 'Add New Counter' and 'Add New Measurement'. The main area contains a table with the following columns: Counter / Measurement, Code, Name, Type, and Last Recorded Value. The table is currently empty.

Counters & Measurements Interface

Two options are available on this screen:

- Add New Counter
- Add New Measurement

Add New Counter

When the user clicks on *Add New Counter*, a dialog box opens for entering counter-related details.

A counter represents an automatically or manually recorded value that increases with equipment usage — for example, *Main Engine Running Hours* or *Generator Operating Hours*.

Field Name:

- **Counter Code:** Auto-generated unique identifier for the counter.
 - **Name:** Name of the counter (e.g., Main Engine Counter, Auxiliary Engine Counter).
 - **Component & Location:** Indicates where the counter is applied within the vessel or equipment hierarchy.

 - **Counter Type:** Defines whether the counter tracks Running Hours, Cycles, or Operations.
 - **Average Change per Day:** Used for estimation when readings are unavailable.
 - **Reading Frequency:** Specifies how often readings must be entered (e.g., every 7 days, 14 days).
 - **Initial and Max Counter Values:** Defines the starting and maximum limits of the counter range.
 - **Manual Reading Checkbox:** Allows manual data entry if automatic synchronization is not enabled.
 - **Remarks:** Additional notes or contextual information about counter usage.
-

After filling these fields, clicking **Save Counter Details** adds the counter to the system and links it with the corresponding equipment component.

Add New Counter Window

Add New Measurement

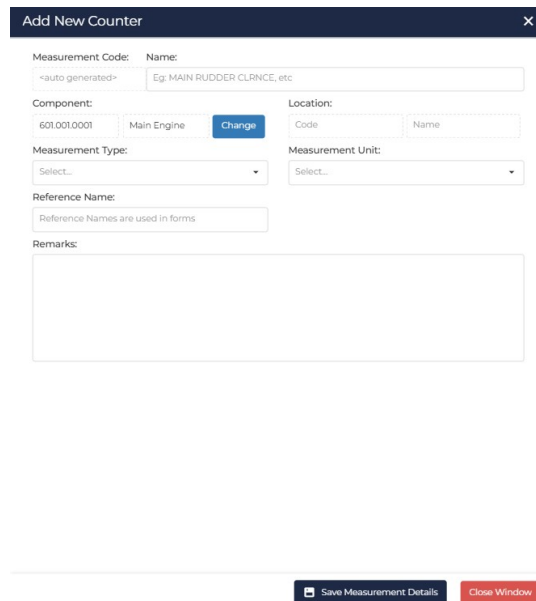
The *Add New Measurement* option allows users to log physical or operational measurements, which are critical for condition monitoring.

Field Name:

- **Measurement Code:** Auto-generated code assigned by the system.
- **Name:** Defines what is being measured (e.g., *Main Rudder Clearance, Boiler Pressure*).
- **Component & Location:** Specifies the equipment part being monitored.
- **Measurement Type:** Describes the parameter type (e.g., *Pressure, Temperature, Thickness*).

- **Measurement Unit:** Defines the unit of measurement (e.g., *bar*, *°C*, *mm*).
- **Reference Name:** Used for linking measurements in reports and forms.
- **Remarks:** For noting any specific conditions or observations during the measurement.

After input, selecting **Save Measurement Details** stores the measurement configuration for future readings.



Add New Measurement Window

3.3.7 Images

The Images interface allows users to attach, view, and manage image files associated with specific equipment, jobs, or components within the system.

It is particularly useful for maintaining **visual documentation** — such as photographs of machinery conditions, installation layouts, maintenance procedures, or inspection findings.

Add Images (+)

The Add Images (+) button allows users to upload one or more image files related to the selected component or job.

When clicked, it opens a file selection window where users can browse their local system and choose the required images.

This feature helps users attach **visual proof or inspection photos** directly to the respective equipment record.

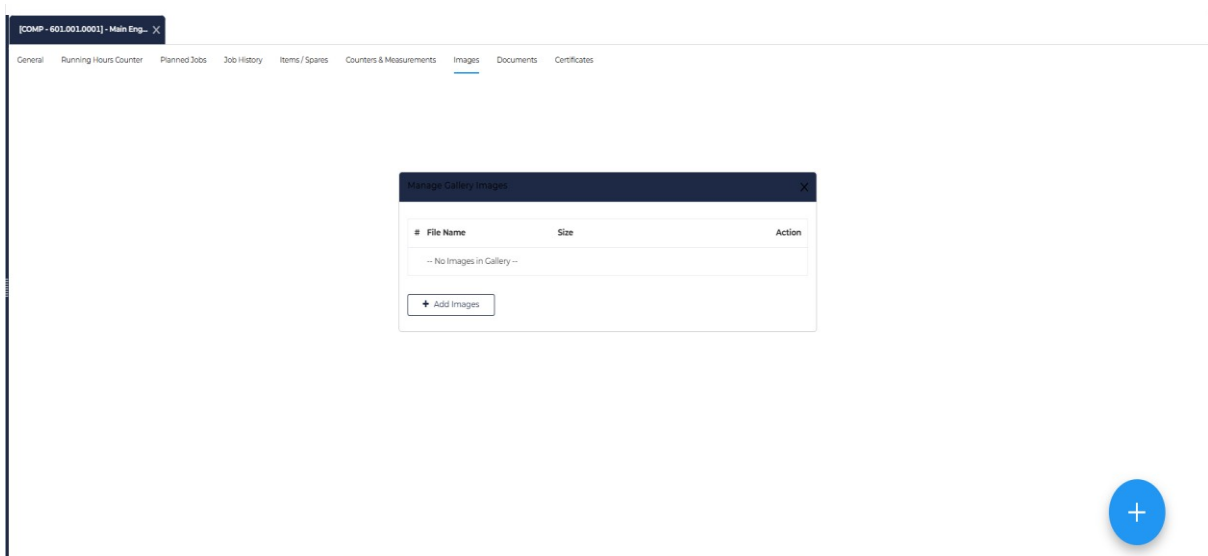


Image interface

3.3.8 Documents

The Documents tab allows users to upload and manage files related to a specific component, job, or maintenance task.

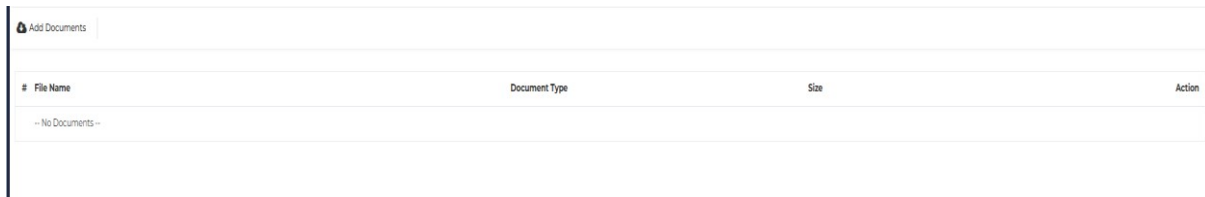
It acts as a **digital repository** for manuals, inspection reports, certificates, work instructions, or any relevant technical documentation linked to the equipment.

Add Documents

The Add Documents button allows users to attach supporting files from their local system.

When clicked, a file selection dialog opens where the user can browse and upload one or multiple documents.

These files are then added to the list and stored within the system for future access, ensuring **organized record-keeping** and easy retrieval during audits or inspections.



#	File Name	Document Type	Size	Action
- No Documents -				

Documents interface



Add documents button

3.3.9 Certificates

The Certificates tab functions similarly to the Documents section, but it specifically handles the uploading and management of compliance or equipment-related certificates.

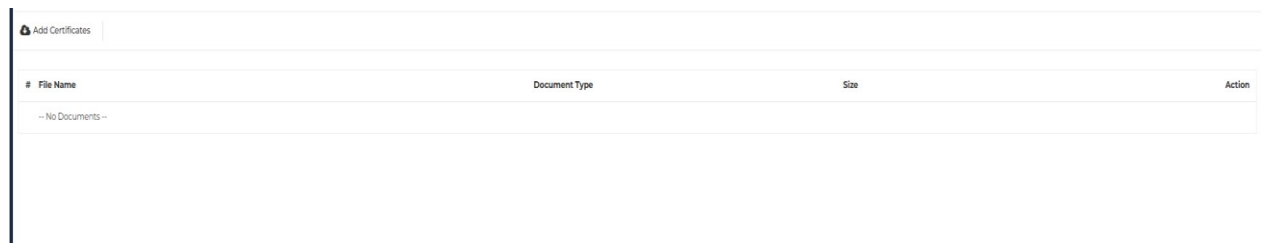
These may include calibration certificates, class approvals, inspection reports, or other official documents that verify the operational and safety standards of machinery or components.

Add Certificates

The Add Certificates button allows users to upload one or more official certificate files from their local system.

Clicking this button opens a file browser window, where users can select the relevant files to attach.

Once uploaded, the certificates appear in the list for easy access and future verification.



Certificate interface



Add Certificate button

3.4 Table View

The Table View section provides a structured tabular representation of all the equipment installed or registered under a selected vessel.

It is primarily used to view, access, and manage equipment details efficiently in a grid layout. Each row represents a single equipment item, while the columns display key attributes such as equipment name, code, parent details, maker, and drawing number.

This view helps users quickly navigate through large sets of equipment data and access specific details with ease.

Overview

- Vessel Selection Window
- ❖ Upon entering the module, the user is prompted to **choose a vessel** from the available list.
- ❖ The dropdown displays all active vessels (e.g., *EURO BREEZE*, *KNOTICAL*, *M.T. FAUSTA*, etc.).
- ❖ Once a vessel is selected, its corresponding equipment hierarchy and details are displayed in the main table.



The image shows a 'Choose Vessel' dialog box. It features a dark blue header bar with the text 'Choose Vessel' in white. Below the header is a white dropdown menu with the text 'KNOTICAL' and a small downward arrow on the right. At the bottom right of the dialog, there are two buttons: a dark blue button labeled 'Next' and a red button labeled 'Cancel'.

Choose Vessel

-
- Equipment Table Layout

The table displays the complete list of equipment components for the selected vessel. Each row corresponds to one equipment item, and the columns include the following key fields:

- # - Serial number indicating the sequence of listed equipment.
- Equipment Name - The official name of the equipment (e.g., *Turbocharger*, *Turning Gear*).
- Code - Unique identification code automatically assigned to each equipment.
- Parent # - Code of the parent equipment or main system under which this equipment falls.
- Equipment Type - Specifies the category or type of the equipment.
- Maker - The manufacturer or maker of the equipment.
- Serial Number - The serial number assigned by the manufacturer.
- Drawing Number - The associated engineering or reference drawing number.
- Action (Eye Icon) - Allows users to view detailed information about that specific equipment.

When the **eye icon** (👁) is clicked in the Table View, the **Equipment Details** window opens.

This interface displays detailed information about the selected equipment, including **Overview**, **Technical Details**, and related tabs such as **Running Hours Counter**, **Planned Jobs**, **Job History**, **Items/Spares**, etc.

This window and its fields were already explained in detail under the **Tree View – Equipment Details** section .

#	Equipment Name	Code	Parent #	Parent Name	Equipment Type	Maker	Serial Number	Drawing Number
1	Vibration Dampers	601.001.0001.0070	601.001.0001	Main Engine	VIBRATION DAMPERS			
2	VIT	601.001.0001.0069	601.001.0001	Main Engine	VIT			
3	Under piston spaces	601.001.0001.0068	601.001.0001	Main Engine	UNDER PISTON SPACES			
4	Turning Gear	601.001.0001.0067	601.001.0001	Main Engine	TURNING GEAR			
5	Turbocharger	601.001.0001.0066	601.001.0001	Main Engine	TURBOCHARGER			
6	Tie Rod	601.001.0001.0065	601.001.0001	Main Engine	TIE ROD			
7	Thrust Bearing	601.001.0001.0064	601.001.0001	Main Engine	THRUST BEARING			
8	Sump drain connection to DB	601.001.0001.0063	601.001.0001	Main Engine	SUMP DRAIN CONNECTION T...			
9	Stuffing Box & Scavenge Drain	601.001.0001.0062	601.001.0001	Main Engine	STUFFING BOX & SCAVENGE D...			
10	Stuffing Box	601.001.0001.0061	601.001.0001	Main Engine	STUFFING BOX			
11	Starting Air Master Valve	601.001.0001.0060	601.001.0001	Main Engine	STARTING AIR MASTER VALVE			
12	Starting Air Distributor	601.001.0001.0059	601.001.0001	Main Engine	STARTING AIR DISTRIBUTOR			
13	Scavenge valves	601.001.0001.0058	601.001.0001	Main Engine	SCAVENGE VALVES			
14	Scavenge Manifold	601.001.0001.0057	601.001.0001	Main Engine	SCAVENGE MANIFOLD			
15	Reversing links	601.001.0001.0056	601.001.0001	Main Engine	REVERSING LINKS			
16	Reversing air cylinders	601.001.0001.0055	601.001.0001	Main Engine	REVERSING AIR CYLINDERS			
17	Reversing Cylinder	601.001.0001.0054	601.001.0001	Main Engine	REVERSING CYLINDER			
18	Relief Valves	601.001.0001.0053	601.001.0001	Main Engine	RELIEF VALVES			

Total records: 239 | Page 1 of 12

Table view

Add Equipment

The **Add Equipment** option allows the user to **create and register a new equipment or component** within the vessel's hierarchy.

This function helps in expanding the equipment list when new machinery, systems, or subcomponents are installed onboard.

When the user clicks the **“+ Add Equipment”** button on the Table View screen, the **Equipment Details** window opens, where all necessary information such as equipment name, parent component, location, type, manufacturer, and other technical details can be entered.

Once the details are filled, clicking **“Save Component”** adds the new equipment to the list, updating the vessel's hierarchy and linking it with related modules like **Jobs, Counters, and Spares**.

Equipment Details

General

Save Component |

Overview

Component No: Name:

Component:

Location:

Component Type: Maker / Manufacturer:

Installed Date: Estimated Life:

Critical Equipment
 Disabled / Archived

Running Hours Counter

Running Hours Counter Available

Technical Details

Type No: System No: Serial No: Drawing No:

Classification:

Add equipment interface

4. Job List

4.1 Overview

The Job List is the central module of the Planned Maintenance System (PMS) that displays all the maintenance activities associated with a vessel and its equipment.

It serves as a **comprehensive database of planned and scheduled jobs**, ensuring that every maintenance task — whether routine, inspection, or overhaul — is properly tracked, executed, and recorded.

Each job in the list corresponds to a specific equipment or component that was previously registered under the **All Equipments** section.

The list provides key information such as **Job Code, Component Name, Job Type, Status, Due Date, and Vessel**, allowing users to monitor the progress and performance of maintenance operations in real time.

Field Name:

- Job Code - A unique identification code automatically generated for each maintenance job. It links the job to a specific equipment or system and ensures easy traceability.
 - Comp Name (Component Name) - Displays the name of the equipment or component for which the maintenance job is assigned.
 - Job Name - Indicates the title or description of the maintenance task — for example, *Routine Inspection, Lubrication Check, or Overhaul*.
 - Job Type - Specifies the category of the maintenance activity — typically *Planned Job* or *Unplanned Job*. Planned jobs are scheduled in advance, while unplanned jobs arise from unexpected breakdowns or inspections.
-

-
- **Status** - Shows the current progress stage of each job, such as *Scheduled*, *Ready*, *In Progress*, or *Completed*. This helps in monitoring job execution at a glance.
 - **Due Date** - Refers to the scheduled date by which the maintenance job must be performed. It ensures timely upkeep and compliance with maintenance intervals.
 - **Postponed Date** - Displays any revised or deferred date when a job's due date has been officially changed.
 - **Vessel** - Indicates the vessel to which the job belongs, especially useful when multiple vessels are managed under the same PMS system.
 - **Overdue** - A visual indicator showing whether the job's due date has passed without completion. It helps prioritize pending or delayed tasks.
 - **Critical** - Highlights whether a job is marked as *critical*, signifying that the equipment or maintenance task is vital to vessel operation or safety.
 - **Actions** - Provides quick access to perform additional operations such as *View Details*, *Edit Job*, *Activate Job*, or *Review Job History*.

Action Mode

The Actions dropdown in the Job List provides users with key operational controls for managing each maintenance task directly from the list view.

It allows engineers and supervisors to perform job-related updates without navigating away from the main page.

The available actions include:

- **Start Job** – Begins the execution of the selected maintenance task, changing its status to *In Progress*.
-

- **Update / Complete Job** – Used to enter progress updates or mark the job as completed once the work is done.
- **Assign Job** – Allows assignment of the task to a specific crew member or team responsible for completion.
- **Postpone Job** – Used to defer the job’s due date when maintenance needs to be rescheduled.
- **Create Requisition From Job** – Generates a material or spare part requisition related to the selected maintenance job.
- **View Completion Report** – Displays the summary of actions, remarks, and completion details for the job after it is finished.

Job List

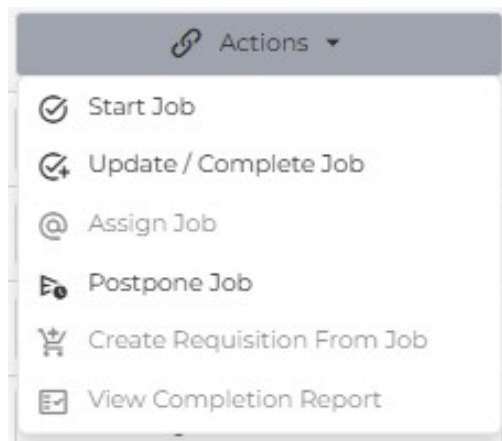
Summary List Board Calendar Timeline

Selected Vessel: KNOTICAL [Change](#)

#	Job Code	Comp Name	Job Name	Job Type	Status	Due Date	Postponed Date	Vessel	Overdue	Critical	
	Q	Q	Q						(All)	(All)	
1	JB.601.001.0001.0001	Main Engine	Routine Inspection of Main Engine Lubricat...	Planned Job	READY	01 Nov 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
2	JB.601.001.0001.0070.0001	Vibration Dampers	Vibration Damper - Inspect	Planned Job	SCHEDULED	22 Sep 2026		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
3	JB.601.001.0001.0069.0001	VIT	VIT - Overhaul Control air cylinder	Planned Job	SCHEDULED	24 Apr 2028		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
4	JB.601.001.0001.0069.0001	VIT	VIT - Check air pressure	Planned Job	READY	27 Oct 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
5	JB.601.001.0001.0069.0001	VIT	VIT - Inspect / lubricate linkages	Planned Job	SCHEDULED	13 Nov 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
6	JB.601.001.0001.0068.0001	Under piston spaces	Under piston spaces - Clear drains	Planned Job	SCHEDULED	04 Dec 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
7	JB.601.001.0001.0068.0001	Under piston spaces	Under piston spaces - Clean	Planned Job	SCHEDULED	04 Dec 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
8	JB.601.001.0001.0067.0001	Turning Gear	Turning Gear - Renew Gear Oil	Planned Job	SCHEDULED	24 Oct 2027		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
9	JB.601.001.0001.0066.0001	Turbocharger	Turbocharger - Dye check Turbine Side Blade	Planned Job	SCHEDULED	04 Dec 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
10	JB.601.001.0001.0066.0001	Turbocharger	Turbocharger - Turbine side Dry wash	Planned Job	READY	27 Oct 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
11	JB.601.001.0001.0066.0001	Turbocharger	Turbocharger - Turbine side Water wash	Planned Job	SCHEDULED	04 Dec 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
12	JB.601.001.0001.0066.0001	Turbocharger	Turbocharger - Renew Oil	Planned Job	SCHEDULED	04 Dec 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions
13	JB.601.001.0001.0066.0001	Turbocharger	Turbocharger - Renew Lub Oil Pumps	Planned Job	SCHEDULED	04 Dec 2025		KNOTICAL	<input type="checkbox"/>	<input type="checkbox"/>	Actions

Total records: 382 | Page 1 of 26 < 1 2 3 4 5 ... 26 >

Job List Interface



Actions Dropdown Menu

4.2 Viewing Job List

The Job List in the PMS module provides a complete overview of all maintenance activities scheduled for a particular vessel. It displays the details of every planned job, including its current status, due date, and the associated equipment.

When a specific job from the list is clicked, the system **automatically redirects to the detailed job interface**, which contains multiple tabs — **Job Details, Component, Job Resources, Spares/Items, Job Groups, Documents, Job History, and Forms (ND)** — allowing users to view and manage every aspect of the selected maintenance activity.

4.2.1 Job Details

The Job Details tab provides a complete overview of the selected maintenance task and its key operational information. This tab serves as the primary section where users can review and verify the job's essential data before execution.

Overview Section

This portion summarizes critical information about the job:

- **Job Name:** Displays the name or title of the maintenance activity.
- **Job Type:** Indicates whether the job is part of the *Planned Maintenance System (PMS)* or another category.
- **Responsible:** Shows the officer or department accountable for performing the job.
- **Activated By:** Identifies the person who initiated or scheduled the job.
- **Postponed Date / Last Done:** Reflects the last performed date and any postponement made for this job.

Job Text

This section briefly describes the actual maintenance work to be carried out.

It outlines the main procedure — for example, checking oil pressure, verifying cleanliness of filters, and ensuring proper lubrication of moving parts.

Procedure Text

This field provides the detailed procedure or reference to the manufacturer's check instructions.

It may also mention safety guidelines, standard intervals, and reporting requirements for job completion.

Postponement Requests

The Postponement Requests section records all instances where a scheduled job has been delayed or rescheduled. This ensures that any deviation from the original maintenance plan is properly tracked and justified.

At the bottom of the tab, this section logs any postponement actions made for the job, displaying:

- **Original Date** : The initially planned date for performing the job.
- **Postponed Date** : The revised date to which the job has been shifted.
- **Requested Date**: The date when the postponement request was made.
- **Reason**: The justification or explanation for why the job was postponed.
- **Approved Date**: The date when the postponement request was approved by the responsible authority.
- **Approved By**: The name or designation of the person who granted approval for the postponement.

Job Details	Component	Job Resources	Spares / Items	Job Groups	Documents	Job History	Forms (ND)														
<p>Overview</p> <p>Job Name: Routine Inspection of Main Engine Lubrica Job Type: PMS</p> <p>Responsible: Chief Officer Activated By:*</p> <p>Postponed Date: Last Done:</p> <p>Job Text: Check oil pressure, verify cleanliness of filters, inspect connecting rod bearings, and ensure proper lubrication of moving parts. Record observations and rectify any leakage.</p> <p>Procedure Text: Follow manufacturer's routine check procedure for main engine lubrication. Ensure oil filters are replaced if differential pressure exceeds permissible limits. Comply with class maintenance intervals and record job completion details.</p> <p>Previous Task Remarks (if any): N/A</p>							<p>NONE ASSIGNED TO</p>														
<p>Postponement requests</p> <table border="1"> <thead> <tr> <th>Original Date</th> <th>Postponed Date</th> <th>Requested Date</th> <th>Requested By</th> <th>Reason</th> <th>Approved Date</th> <th>Approved By</th> </tr> </thead> <tbody> <tr> <td colspan="7" style="text-align: center;">No data</td> </tr> </tbody> </table>								Original Date	Postponed Date	Requested Date	Requested By	Reason	Approved Date	Approved By	No data						
Original Date	Postponed Date	Requested Date	Requested By	Reason	Approved Date	Approved By															
No data																					

Job Details Page

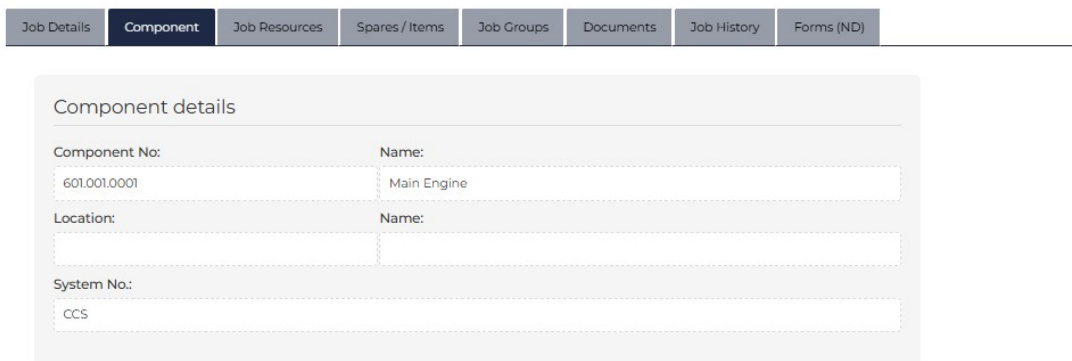
4.2.2 Component

The Component tab provides detailed information about the specific equipment or machinery component to which the selected job is linked. This helps the user identify the exact source or area where the maintenance activity will be performed.

Component Details Section

This section displays the core identifying information of the component:

- **Component No. :** A unique code automatically assigned to the equipment. It serves as the reference number used throughout the PMS to identify the component.
- **Name:** Indicates the name or description of the component — for example, *Main Engine*, *Generator*, or *Compressor*.
- **Location:** Specifies where the component is physically located within the vessel or system (if defined).
- **System No. :** Represents the system code or classification to which the component belongs, helping in grouping equipment under broader system categories such as *CCS* (*Central Control System*) or *Propulsion System*.



Component details	
Component No:	Name:
601.001.0001	Main Engine
Location:	Name:
System No.:	
CCS	

4.2.3 Job Resources

The Job Resources Overview section provides a comprehensive summary of all the manpower and cost-related aspects associated with a maintenance job. It outlines the resources assigned, their respective working hours, and the total estimated cost, giving both the engineering and management teams a clear financial and operational picture of the task. This tab includes two major areas — the Resource Table and the Job Estimate Panel.

Resource table

The Resource Table provides a complete breakdown of manpower assigned to a particular job. It lists all individuals or roles involved, the expected hours of work, their hourly cost, and the overall financial impact. Each column in the table represents an important parameter:

- **Code:** A unique identifier or internal code for each role or resource (for example, “CHOFF” for Chief Officer or “FITTR” for Fitter). This code helps maintain consistency when the same resource types are used across multiple jobs.
 - **Name:** The name or designation of the resource assigned to the task . It clarifies who is responsible for executing or supervising the work.
 - **Hourly Rate (AED):** The cost per working hour for that resource. This can represent either internal crew wages (for ship staff) or external service provider rates (for contractors).
 - **Estimated Man Hours:** The number of hours planned for each person to complete their portion of the job. This value helps in estimating total job duration and manpower requirements.
-

-
- **Additional Cost (AED):** Any extra expenses related to a specific resource that aren't included in the hourly rate. Examples include overtime pay, travel allowances, equipment hire, or consumable usage.
-

- **Total Cost (AED):** The total cost for that resource, calculated automatically as: **(Hourly Rate × Estimated Man Hours) + Additional Cost**

Code	Name	↑	Hourly Rate (AED)	Estimated Man Hours	Additional Cost (AED)	Total Cost (AED)
Total Job Cost:						AED 0.00


Job Estimate Panel

The **Job Estimate Panel**, located below the Resource Table, serves as a summarized cost and time overview for the entire job. It provides management-level insights for planning and budgeting. The key fields include:

- **Estimated Costs (AED):**
This is the projected total financial requirement for completing the job. It is usually derived from the cumulative resource cost (from the table above) and may also include associated material or logistic expenses. This figure helps budget controllers assess whether the job aligns with financial limits.
- **Estimated Hours (hrs):**
This indicates the total number of working hours planned for the job, derived from the sum of all “Estimated Man Hours” listed in the Resource Table. It helps supervisors plan crew schedules, manage workloads, and monitor overall time efficiency.

- Estimated Budget Costs (AED):

This represents the amount allocated in the maintenance or operational budget for this job. Comparing the “Estimated Costs” with “Estimated Budget Costs” allows the team to identify if the planned job stays within the approved financial boundaries or if adjustments are needed.



The image shows a 'Job Estimate' panel with three input fields. The first field is labeled 'Estimated Costs:' and has 'AED' as a unit. The second field is labeled 'Estimated Hours:' and has 'hrs' as a unit. The third field is labeled 'Estimated Budget Costs:' and has 'AED' as a unit. Each field is a text input box with a dashed border.

Job Estimate Panel

4.2.4 Spare / Items

The Spares / Items tab provides a detailed overview of all spare parts and materials required to perform a particular maintenance job. It serves as an essential inventory management interface within the PMS, linking every planned or unplanned job with its corresponding spare components to ensure operational readiness and efficient resource utilization.

This section displays a structured table listing each spare item associated with the job. The main fields include:

-
- - **Item Code:** A unique identifier assigned to each spare part (e.g., *ASTR.02.0002*). It helps in accurate tracking and retrieval from the vessel's inventory system.

Item Name: The name or description of the spare part, such as *Stuffing Box*, indicating the component used for maintenance.
 - **Mandatory:** This checkbox denotes whether the spare part is mandatory for job execution. If checked, the job cannot proceed unless this item is available.
 - **Quantity:** The number of units required for the task. It ensures that sufficient spares are planned and available before starting the job.

 - **In Stock / In Transit:** These fields show the availability status of the item. "In Stock" indicates the number currently available onboard, while "In Transit" reflects items being shipped or procured.
 - **Critical:** This checkbox marks whether the part is considered *critical* for machinery operation or safety. Critical spares require priority stocking and monitoring.
 - **Item Group:** Categorizes the item into a defined group such as *Engine Room Spares*, *Deck Machinery*, etc., to simplify classification and reporting.
 - **Maker:** Identifies the manufacturer of the component, useful for sourcing and quality verification.
 - **Part Number / Reference Number / Drawing Number / Standard Number:** These reference fields connect the spare to technical documentation, ensuring correct part identification during ordering or replacement.
-

-
- **Drawing Position Number / Reference Position Number:** These fields point to the exact position of the component within engineering or assembly drawings, helping technicians locate and verify the part during maintenance.

At the bottom, the system indicates the **total number of records**, confirming how many spare items are linked to the job.

Item Code	Item Name	Mandatory	Quantity	In Stock	In Transit	Critical	Item Group	Maker	Part Number	Reference Number	Drawing Number	Standard Number
ASTR-02.0002	STUFFING BOX	<input type="checkbox"/>	1	0	0	<input type="checkbox"/>	Engine Room Spar...		ICB-05-1900-45		9.6035002E7	

Total records: 1 | Page 1 of 1 < 1 >

Spares / Items Tab

2.4.5 Job Groups

The Job Groups tab categorizes the selected maintenance job into a broader group or department, allowing for systematic organization, reporting, and filtering within the Planned Maintenance System (PMS).

This section displays a concise table containing two primary columns — **Code** and **Name**:

- **Code:** A short identifier representing the job category or department (e.g., *MECHANICAL*, *ELECTRICAL*, *DECK*).
- **Name:** A descriptive label explaining the group's purpose (e.g., *Mechanical Jobs*).

By assigning each job to a group, the system ensures that maintenance tasks can be easily sorted, tracked, and managed according to technical domains. For example, all mechanical-related tasks such as inspections, replacements, or overhauls will fall under the *Mechanical Jobs* group, while electrical maintenance tasks would be under the *Electrical Jobs* group.

Code	Name
MECHANICAL	Mechanical Jobs

Job Groups Tab

4.2.6 Documents

The Documents tab is designed to store and display all files or reference materials related to the selected maintenance job. It acts as a digital repository within the PMS, ensuring that all

relevant documentation is centralized, easily accessible, and properly linked to its corresponding job record.

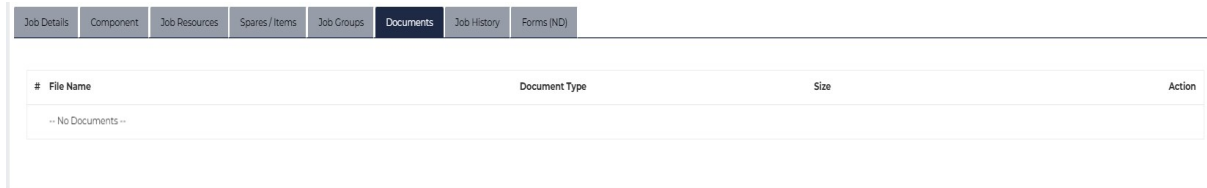
This section displays a structured table with the following fields:

- **File Name:** Displays the name of each uploaded document, such as manuals, inspection reports, datasheets, or checklists. Clicking on the file name (if available) usually opens or downloads the document.
- **Document Type:** Indicates the category or nature of the file (e.g., *Procedure Manual*, *Test Report*, *Certificate*), helping users quickly identify the document’s purpose.
- **Size:** Shows the document’s file size for easy reference and storage management.
- **Action:** Provides user options such as viewing, downloading, or deleting the document (depending on permissions).

In cases where no documents are uploaded, the table displays the message “**No Documents**”

The **Documents** tab enhances traceability and compliance by keeping all supporting files—

like manufacturer instructions, test records, or safety checklists—readily available for review during audits or future maintenance tasks. It ensures that all job-related documentation is organized and accessible in one centralized location.



#	File Name	Document Type	Size	Action
-- No Documents --				

Documents Tab

4.2.7 Job History

The Job History tab provides a detailed log of all past and current activities related to the selected maintenance job. It acts as a record-keeping section, allowing users to track the job's progress, review previous actions, and monitor updates over time.

This section displays a tabular format with the following key columns:

- **Status:** Indicates the current stage of the job, such as *Ready*, *Scheduled*, *In Progress*, or *Completed*. For example, in the image, the status is *READY*, meaning the job is prepared for execution.
- **Due Date:** Specifies when the maintenance task is scheduled to be performed. This helps ensure timely completion and compliance with the planned maintenance schedule.
- **Started Date:** Displays the actual date when the job was initiated by the responsible crew member.

- **Completed Date:** Shows the date when the maintenance task was finished, allowing easy tracking of task durations.
- **Activated By:** Refers to the person or officer who activated the job in the PMS system, officially marking its commencement.
- **Completed By:** Indicates the person responsible for completing the job, ensuring accountability and clear record-keeping.
- **Next Due Date:** Automatically calculates and displays the next scheduled maintenance date, based on the maintenance interval defined for that job.

This tab gives a transparent and chronological overview of the maintenance lifecycle, enabling users to trace who performed the work, when it was done, and whether it met its deadlines. It is especially useful for audit trails, maintenance planning, and performance evaluation of both equipment and personnel.

Status	Due Date	Started Date	Completed Date	Activated By	Completed By	Next Due Date
READY	01 Nov 2025					

Total records: 1 | Page 1 of 1 < 1 >

Job History Tab

4.2.8 Forms (ND)

The Forms (ND) tab is used to manage and access digital forms associated with the job — both before job activation and after job completion. These forms serve as structured templates for recording essential maintenance details, compliance checks, and performance evaluations.

This section ensures that all necessary procedural documentation — such as pre-maintenance inspection forms, safety checklists, and post-job completion reports — are systematically filled and stored within the PMS.

- **Before Job Activation:** Forms in this stage are typically used to verify prerequisites, such as tool readiness, safety precautions, and material availability before starting the maintenance task.
- **After Job Completion:** Post-job forms capture results like inspection findings, maintenance remarks, replaced parts, test results, and the completion acknowledgment.

This feature helps standardize reporting, improve traceability, and maintain compliance with operational standards. In cases where no forms are available, the tab displays a simple note like

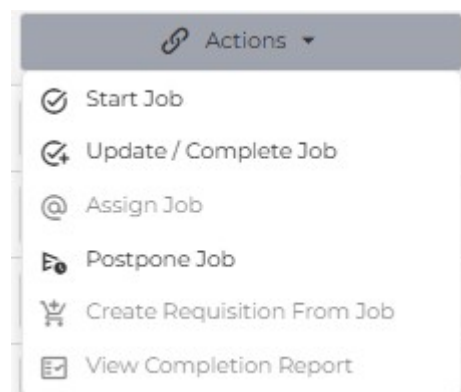
“Forms before job activation and after job completion”, indicating that the section awaits form integration or submission.



Forms Tab

4.3 Actions – Starting and Managing Jobs

The Actions menu in the Job List section allows users to perform essential job management operations within the Planned Maintenance System (PMS). It provides several options for controlling the lifecycle of a maintenance task — from initiation to completion and reporting.



Action Tab

4.3.1 Start Job

The Start Job function initiates the execution phase of a scheduled maintenance activity within the Planned Maintenance System (PMS). It marks the transition of a job from the *planned* stage to *active* status, ensuring that all required checks, documentation, and assignments are completed before maintenance work begins.

When a user selects **Start Job** from the Actions dropdown, the system prompts a confirmation message —

“Are you sure you want to activate job *Routine Inspection of Main Engine Lubrication System?*”

Upon confirming, the interface transitions to the **Activate Job** window.

The **Activate Job** feature is used to officially begin a planned maintenance task in the PMS (Planned Maintenance System). When a job is in a *Ready* or *Scheduled* state, clicking **Activate Job** transitions it into the *In Progress* phase — meaning the work has started.

At the top, there are two important input fields:

- **Estimated Completion Date:** The user specifies when the job is expected to be finished. This helps in monitoring progress and maintaining proper scheduling of maintenance activities.
- **Assign To:** This dropdown lets the user assign the task to a responsible person, department, or engineer who will carry out the maintenance. It ensures accountability and proper task distribution.

Below these fields, there is a **Print Documents** section divided into two parts:

- **Job Documents** – Lists all documents directly linked to the job, such as job cards, work instructions, and reference sheets. These can be selected and downloaded as a ZIP file for offline reference.
- **Component Documents** – Displays any associated technical documents or manuals related to the specific component being maintained. If none are available, it shows “No data.”

At the bottom of the page, there are two buttons:

- **Activate Job:** Once clicked, it officially starts the job and updates its status to *In Progress* within the system.
- **Close Window:** Closes the activation form without making any changes.

Activate Job
✕

Est. Completion Date:

Assign To:

Print Documents
(All selected documents will be downloaded as a zip archive.)

Job Documents

	#	Name	Type	Size
<input type="checkbox"/>	1	JB.601.001.0001.0001 - Routine Inspection of Main Engine Lubrication System	Job Card	N/A

Total records: 1 | Page 1 of 1 < 1 >

Component Documents

	#	Name	Type	Size
No data				

Total records: 0 | Page 1 of 1

Activate Job
Close Window

Activate Job Tab

4.3.2 Update / Complete Job

The Update / Complete Job option is used when a maintenance task has been finished or requires progress updates. It helps the user record job completion details, including date, remarks, used resources, and spare parts — ensuring that the entire maintenance process is properly documented and traceable.

When this option is selected, the **Complete Job** window opens. The interface consists of several sequential sections represented by progress steps at the top:

- Completion Details
- Resources
- Items/Spares
- Documents
- Finalize

Completion Details

The Completion Details section is the first and most important step in the Update / Complete Job process. It allows users to record the final information after a maintenance job has been performed, ensuring that all work-related updates are accurately documented for future reference and audits.

At the top, users are required to fill in the **Completion Date**, which specifies the exact day on which the job was completed. This date helps the system calculate time intervals for preventive maintenance schedules and identify any delays or early completions compared to the planned date.

Below this, there is a **Remarks** text box where the user can provide a detailed description of the job activities. This includes observations made during maintenance, parts replaced, challenges faced, or any deviations from the standard procedure. These remarks serve as an operational record and can be reviewed during audits or inspections.

Additionally, there is a checkbox option — **Show job remark on next job** — which, when selected, ensures that the remarks entered here are automatically displayed during the next

recurrence of the same job. This feature is particularly useful for recurring or routine maintenance tasks, as it allows future crew members to refer to past remarks and take corrective actions based on previous findings.

The screenshot shows a web form titled "Complete Job" with a dark header bar containing a close button (X). Below the header is a progress indicator with five steps: 1. Completion Details (Completed date, Remarks), 2. Resources (Resources used), 3. Items / Spares (Items / Spares used), 4. Documents (Pictures, Documents, etc.), and 5. Finalise (Keep open, Close, etc.). The "Completion Details" step is active. The form contains a "Task completion details" section with a sub-header "(Please enter the completion date and remarks about the task done.)". It includes a "Completion Date:" field with a calendar icon, a "Remarks:" text area, and a checkbox labeled "Show job remark on next job". At the bottom right, there are two buttons: "Next >" and "Close Window".

Complete Job Tab

Resources Used

The Resources section is the second step in the *Update / Complete Job* process. It allows users to record details of the manpower or resources utilized during the maintenance activity. This step ensures that the labor cost, work hours, and personnel involvement are accurately tracked for every completed job.

- 1) Add New Resource:

-
- i. Click “+ **Add New**” to insert a new row in the table for adding a crew member or personnel involved in the maintenance activity.

2) Name Dropdown List:

- ii. A dropdown under the **Name** column lists all available shipboard roles such as

Captain, Chief Officer, Bosun, or Able Seaman, the system ensures that every contributor is accurately accounted for.

3) Code:

- Once a crew member is selected, their **code** or ID is automatically displayed in the **Code** column.
- This ensures accurate identification and mapping of personnel to the job.

4) Hourly Rate (AED):

- Displays the labor cost per hour for the selected resource.
- These rates are typically predefined in the system based on rank or role.

5) Man Hours:

- The user manually enters the total number of hours worked by the selected resource on the job.
- This value directly affects cost calculations.

6) Additional Cost (AED):

- Any extra charges incurred during the job, such as overtime pay, travel allowance, or special service fees, can be entered here.

7) Total Cost (AED):

- The system automatically calculates the total cost using the formula:
-

Total Cost = (Hourly Rate × Man Hours) + Additional Cost

8) Delete Option:

- A small trash bin icon at the end of each row allows users to remove an entry if added incorrectly.

Complete Job [X]

1 Completion Details (Completed date, Remarks) — 2 **Resources** (Resources used) — 3 Items / Spares (Items / Spares used) — 4 Documents (Pictures, Documents, etc) — 5 Finalise (Keep open, Close, etc)

Resources Used
(Please add resources used for the task.)

+ Add New

Name	Code	Hourly Rate (AED)	Man Hours	Additional Cost (AED)	Total Cost (AED)	
Select...						🗑️
Captain						🗑️
Chief Officer						
Second Officer						
Third Officer						
Deck Cadet						
Bosun						
Pumpman						
Able Seaman						
Ordinary Seaman						
Chief Steward						
Chief Cook						
Steward						
ETO						
AB 1						
AB 2						

< Prev Next > Close Window

Resource Used Tab

Items / Spares Used

The Items / Spares Used section in the *Complete Job* window is designed to record all spare parts or consumable materials used while completing a maintenance job. It ensures that every part utilized during the task is documented for inventory tracking, cost estimation, and maintenance analysis.

❖ Add New Button:

- 1) Click “+ **Add New**” to open the *Add Item* window.
- 2) Allows selection of items from the system’s database.

❖ Add Item Window Options:

■ Search Tab:

- Enter the item name or code to find the required spare part quickly.

■ Tree Tab:

- Displays a structured hierarchy (e.g., **AST – KNOTICAL**) showing item categories and storage areas.
- Enables browsing through the inventory tree to locate items.

❖ Item Details Displayed:

Once items are added, the following fields appear in the table:

- **Item Code:** Unique identifier for the spare part (e.g., *ASTR.02.0002*).
- **Item Name:** Name of the spare or component (e.g., *Stuffing Box*).
- **ROB (Remaining on Board):** Quantity currently available in stock.
- **Quantity:** Number of units used for this job.
- **Item Group:** Category under which the item falls (e.g., *Engine Room Spares*).

- **Maker:** Manufacturer or supplier of the item.

❖ Delete Option:

- Each row includes a delete (trash bin) icon to remove items added by mistake.
-

✓ Completion Details ✓ Resources 3 Items / Spares ⏪ Documents ⏩ Finalise
Completed data, Remarks Resources used Items / Spares used Pictures, Documents, etc Keep open, Close, etc

Items / Spares Used
(Please add Items used for the task.)

+ Add New

Item Code	Item Name	ROB	Quantity	Item Group	Maker	
ASTR.02.0002	STUFFING BOX	0	1	Engine Room Spar...		

Total records: 1 | Page 1 of 1 < 1 >

< Prev Next > Close Window

Items / Spares Used Tab

Add Item ✕

Search Tree

Enter item name... 🔍 Search

Item No.	Item Name	Item Group	Critical	Maker	Part Num
No items					

Total records: 0 | Page 1 of 1 < 1 >

📄 Add Items Close Window

Add Item Tab

Documents

The Documents section in the *Complete Job* interface is designed to attach all relevant files, images, and reports associated with the maintenance job. This ensures that the task is properly

documented with supporting evidence, such as before-and-after photos, maintenance logs, inspection checklists, and any other reference materials.

By clicking on “**Add Task Documents,**” users can upload multiple files directly into the system, which are then displayed in a tabular format showing details such as **File Name, Size, Status, Progress,** and available **Actions** (e.g., delete or view).

After uploading, the table displays the following details:

- **#** – Serial number of the uploaded document.
- **File Name** – Displays the document’s name for easy identification.
- **Size** – Indicates file size in KB or MB.
- **Status** – Shows whether the upload is complete or pending.
- **Progress** – Displays the upload progress bar (percentage).
- **Action** – Allows users to view or delete the uploaded document

#	File Name	Size	Status	Progress	Action
-- No Documents --					

Documents Tab

Finalise Task

The Finalise Task section marks the last step in the *Complete Job* workflow. It allows the user to decide whether to keep the task record open for further updates or to permanently finalize it. When a job is finalized, all entered data—including completion details, used resources, and attached documents—becomes locked, preventing further modifications. The system then automatically updates the job status to COMPLETED, signifying that the maintenance activity has been fully executed and documented.

Alternatively, if the user selects “**Keep task history open,**” the job remains editable, allowing future updates such as additional remarks, document uploads, or corrections. This flexibility is useful in cases where post-maintenance verification or inspection is still pending. Once the user clicks **Finish**, the chosen action takes effect, and the task is either finalized or kept open for continued tracking.

Finalise Task

(Please let us know if you want to keep the task open.)

- Keep task history open.
- Finalise task history (no changes can be made and task status will be changed to COMPLETED)

< Prev ✓ Finish Close Window

Finalise Task

4.3.3 Assign Job

The Assign Job function allows a supervisor or chief engineer to delegate a specific maintenance task to a responsible crew member or officer. This ensures clear accountability for job execution and helps in proper task tracking within the Planned Maintenance System (PMS).

When the **Assign Job** option is selected from the *Actions* dropdown, a dialog box opens titled "**Assign Job**". This pop-up contains a simple interface where the user can select the personnel responsible for performing the job.

- **Assign To:**

A dropdown field lists all available officers or crew members with their respective ranks and names (e.g., *Capt. Pranav P Nair (Captain), Chief Officer, Second Engineer, etc.*).

The user selects the appropriate person to whom the task will be assigned.

- **Assign Job Button:**

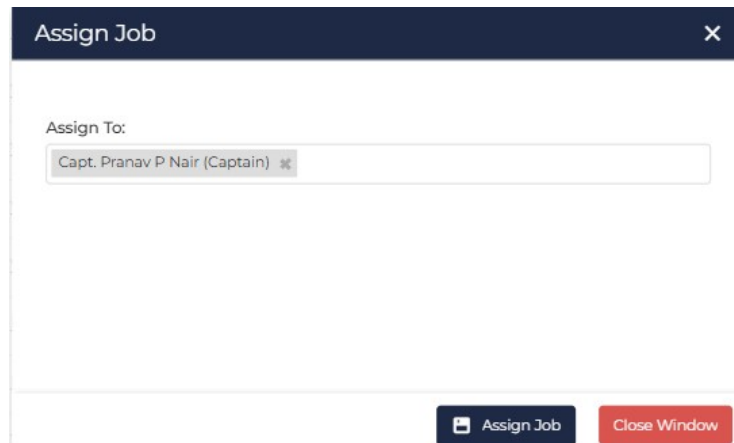
Once the responsible person is selected, clicking "**Assign Job**" confirms the assignment.

The system automatically updates the job record to show the assigned individual under the *Assigned To* field.

- **Close Window Button:**

Used to exit the window without making any changes.

The **Assign Job** feature streamlines maintenance task delegation, ensuring that every planned job is officially assigned to the right personnel, which improves responsibility tracking and operational efficiency within the PMS.



Assign Job Tab

4.3.4 Postpone Job

The Postpone Job function allows users to defer a scheduled maintenance task to a later date when it cannot be performed on the originally planned date. This feature ensures that all postponements are logged properly with valid justifications, maintaining transparency and control in the maintenance schedule.

When the **Postpone Job** option is selected from the *Actions* dropdown, a dialog box titled “**Postpone Job**” appears (as shown in the image). This form requires two key inputs:

- Postponed Date:
 - The new rescheduled date for the job.
 - Selected using the calendar icon.

-
- It indicates when the maintenance activity is expected to be carried out instead of the original schedule.

- Reason:

- 1) A mandatory text field where the user must provide a clear justification for postponing the job.
- 2) Example reasons include Spare parts unavailable, System under operation – maintenance deferred , Crew engaged in other critical work , Awaiting class or shore approval

- Buttons:

- **Postpone Job:** Confirms the postponement and updates the job record in the system.
- **Close Window:** Closes the dialog without saving changes.

The **Postpone Job** feature is used when a maintenance activity cannot be completed as scheduled. It ensures proper documentation of deferred work by recording the new date and reason, maintaining accuracy and accountability in the PMS system.

Postpone Job
✕

Postponed Date: *

Reason: *

📄 Postpone Job

✕ Close Window

Postpone Job Tab

4.3.5 View Completion Report

The View Completion Report feature provides a detailed summary of all activities performed for a completed job. It acts as a record for verification, review, and auditing purposes, displaying essential information such as job details, resources used, and items consumed during the maintenance process.

JB.601.001.0001.0003 - View Completion Report
✕

Overview

Job No. / Code: JB.601.001.0001.0003	Job Name: Inspection and Cleaning of Main Engine Fuel Oil Filters
Component No.: 601.001.0001	Name: Main Engine
Due Date: 30 Oct 2025	Activated By: Pranav
Postponed Date:	Completed Date: 03 Oct 2025

Job Remarks:

Show Remarks On Next Job:

Job Resources (used)

SI #	Code	Name	Hours	Hourly Rate (AED)	Additional Cost
1	CAPTAIN	Captain	20	0	0

Spares / Items used

SI #	Item Code	Item Name	Maker	Quantity
1	PIST.0001	CYLINDER HEAD SEAL RING	GDLF CHINA	1

Documents attached

#	File Name	Size	Status	Action
---	-----------	------	--------	--------

✕ Close Window

Overview Section

- **Job No. / Code:** Displays the system-generated unique job identification number (e.g., *JB.601.001.0001.0003*).
 - **Job Name:** Describes the nature of the task performed (e.g., *Inspection and Cleaning of Main Engine Fuel Oil Filters*).
 - **Component No. & Name:** Specifies the equipment involved in the maintenance (e.g., *601.001.0001 – Main Engine*).
 - **Activated By:** Shows the person who initiated the job (e.g., *Pranav*).
 - **Due Date:** Indicates the originally scheduled date for the job completion.
 - **Completed Date:** Displays the actual date when the job was finished.
 - **Postponed Date:** Remains blank if the job was not postponed.
 - **Job Remarks:** Allows additional comments or findings from the maintenance team.
 - **Show Remarks on Next Job:** Option to carry forward the remarks for the next scheduled maintenance cycle.
-

Overview

<p>Job No. / Code: JB.601.001.0001.0003</p> <p>Component No: 601.001.0001 Name: Main Engine</p> <p>Due Date: 30 Oct 2025</p> <p>Postponed Date:</p> <p>Job Remarks:</p> <p>Show Remarks On Next Job: <input type="checkbox"/></p>	<p>Job Name: Inspection and Cleaning of Main Engine Fuel Oil Filters</p> <p>Activated By: Pranav</p> <p>Completed Date: 03 Oct 2025</p>
---	--

Overview Tab

Job Resources (Used)

This section records details of personnel involved in completing the job:

- **Code:** Unique code assigned to the crew member or rank (e.g., *CAPTAIN*).
- **Name:** Name and rank of the person (e.g., *Captain*).
- **Hours:** Total man-hours spent on the job (e.g., *20 hours*).
- **Hourly Rate (AED):** Cost per hour for the resource (if applicable).
- **Additional Cost:** Any extra expense incurred, displayed separately.

Job Resources (used)

SI #	Code	Name	Hours	Hourly Rate (AED)	Additional Cost
1	CAPTAIN	Captain	20	0	0

Job Resource Tab

Spares / Items Used

This part displays materials or spare parts consumed during the job:

- **Item Code:** Unique code of the spare (e.g., *PIST.0001*).
- **Item Name:** Description of the spare (e.g., *Cylinder Head Seal Ring*).
- **Maker:** Manufacturer of the item (e.g., *GDLF CHINA*).
- **Quantity:** Number of units used for the maintenance (e.g., *1*).

Spares / Items used

SI #	Item Code	Item Name	Maker	Quantity
1	PIST.0001	CYLINDER HEAD SEAL RING	GDLF CHINA	1

Spare / Items Used Tab

Documents Attached

This section lists any supporting documents, images, or reports uploaded during job completion. It includes:

- **File Name:** Name of the uploaded document.
- **Size:** File size in MB or KB.
- **Status:** Upload status (e.g., Completed/Failed).

- **Action:** Option to view or remove attachments.

Documents attached

#	File Name	Size	Status	Action
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5. Unplanned Job

5.1 Overview

The Unplanned Jobs section in the PMS (Planned Maintenance System) module is designed to record, track, and manage any maintenance activities that are not part of the pre-scheduled or routine maintenance plan. These jobs are usually created to address unexpected breakdowns, equipment defects, or urgent corrective actions that arise during vessel operations.

The interface provides a clear layout for viewing all unplanned jobs in one place, allowing users to easily track job details such as job type, status, due dates, and criticality.

Field Name:

- **#** - This is an automatically generated number assigned sequentially to each job listed in the table. It helps users easily count or reference specific jobs.
 - **Job Code** - A unique, system-generated identifier assigned to every unplanned job. This code ensures each job can be distinctly tracked in the database.
 - **Component Number** – Displays the unique numeric identifier of the equipment or machinery where the issue occurred. It links the job to its corresponding component in the PMS Equipment Hierarchy.
 - **Component Name** – Shows the readable name of the machinery or equipment linked to the job. This makes it easy to identify where maintenance is required.
 - **Job Name** - A short, descriptive title given to the job at the time of creation. It summarizes the purpose or nature of the task.
 - **Job Type** - Specifies whether the unplanned job is a **Defect Job** (caused by an equipment malfunction) or an **Adhoc Job** (general or non-critical task).
 - **Status** - Indicates the current progress or state of the job. The status changes as the job moves through different stages in its lifecycle
 - **Reported Date** - The date on which the unplanned job was reported or logged in the PMS system. It helps maintain a timeline of maintenance events.
 - **Due Date** - Displays the deadline or expected completion date for the job. It is used to monitor overdue jobs and ensure timely completion.
 - **Critical** - A flag indicating whether the job is **critical** to vessel operation or safety.
-

Unplanned Jobs

Selected Vessel: KNOTICAL [Change](#)

Defect Job Adhoc Job

#	Job Code	Comp No.	Comp Name	Job Name	Job Type	Status	Reported Date	Due Date	Critical	Class Rel	Active
									(All)	(All)	

No data

Total records: 0 | Page 1 of 1 < 1 >

Unplanned Jobs Tab

5.2 Defect Job

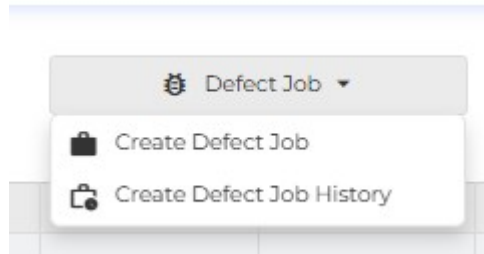
A **Defect Job** refers to an **unplanned maintenance task** raised when a machinery, equipment, or component experiences a **failure, breakdown, or abnormal performance** during vessel operation.

Unlike planned maintenance activities that occur on a scheduled basis, defect jobs are reactive in nature — created immediately after detecting an issue that needs correction to restore equipment functionality and ensure operational safety.

The purpose of recording defect jobs is to:

- **Track and rectify** unexpected equipment failures.
- **Document the corrective action** taken, including resources and spares used.

- **Maintain historical records** for analysis and preventive planning.
- Ensure the vessel remains **class-compliant and seaworthy**.



Defect Job Tab

5.2.1 Create Defect Job

The “Create Defect Job” option is used to manually register a new defect in the system whenever a breakdown or malfunction is reported.

This ensures that all unexpected defects are properly recorded, tracked, assigned, and closed after corrective actions.

Field Name:

1) Component (Code / Name / Select)

- Identifies the exact machine or part affected. You don’t type these manually—click **Select** to open the *Select Component* window. Once you pick the right equipment, its code and name automatically appear here.

-
- Select Button opens the **Select Component** pop-up containing the complete list of vessel equipment. Use this to choose the correct component so that the defect job is linked to the right system for maintenance history.

2) Job No. / Code

- Automatically generated when you click **Add Job**.
- Each job receives a unique identifier (e.g., JB.601.001.0001.0005) for tracking in reports.
- Cannot be edited by the user.

3) Job Name

- Enter a short but clear title describing the defect.
- It should include both the system and the issue for quick recognition.

4) Root Cause

- Explain the **underlying reason** for the defect (if known) or leave a note for later analysis.
- It can be technical, operational, or material-related.

5) Job Text

- Provide a detailed description of the defect, how it was discovered, and what was observed.
- Include alarms, sounds, or any temporary corrective actions taken.

6) Defect Category

- Defines the type or area of defect
 - Helps in classifying the job for analysis and reporting.
 - Selection is made from a **drop-down menu** as shown in your screenshot.
-

-
- Examples of Defect Categories are Anchors & Cables , Auxiliary Engine Work
Auxiliary Machine Work , Cargo Pumps & Turbines etc.

7) Defect Cause

1. Describes the **root reason** or **nature** of the problem.
2. This is also a drop-down selection with pre-defined standard options.
3. It assists in identifying the root cause patterns for preventive actions.
4. Examples of Defect Causes are Improper Operations , Oil Leak , Poor Quality of
Spares

8) Due Date

1. Indicates the deadline for corrective action or completion of the defect job.
2. Selected from a calendar picker.
3. The due date determines when the job becomes **overdue** if not completed.

9) Assign To

- Defines who is responsible for carrying out or supervising the job.
- Drop-down list includes onboard ranks such as Chief Engineer , Second Engineer ,
Electrical Officer (ETO) etc.

10) Class Related

- Tick this box if the job is linked to *Class or statutory equipment* that must be verified
by class surveyors.

Add Job saves all entered details and creates the defect record in the system and **Close Window** cancels the operation without saving.

Create Defect Job
✕

Component:

Job No./Code:

<auto generated>

Job Name: *

Eg: Starting Air Compressor #1, 8000 hrs routine, etc

Root Cause:

Root Cause

Job Text:

Eg: Check piston rings Check connecting rod bearing, etc

Defect Category: *

Select...
▼

Defect Cause: *

Select...
▼

Due Date: *

📅

Class Related?

+ Add Job

✕ Close Window

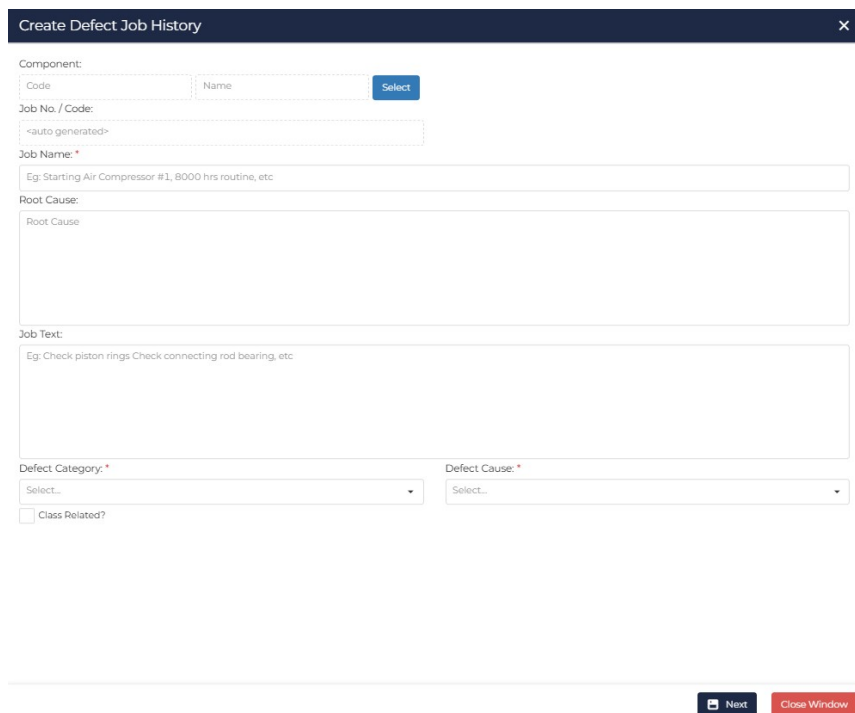
Create Defect Job Tab

5.2.2 Create Defect Job History

The Create Defect Job History option is used to record defects that have already occurred and been rectified but were not previously entered in the PMS. It helps maintain a complete maintenance history by logging past incidents for reference and audit purposes. Users can select the affected component using the *Select* button to link the job with the correct equipment. The Job Name field should briefly describe the defect and indicate that it has been resolved, while the Root Cause and Job Text fields provide a summary of the issue and corrective actions taken.

Mandatory fields like **Defect Category** and **Defect Cause** are used to classify the nature and reason for the defect, ensuring standardized reporting. Categories may include *Auxiliary Engine Work*, *Electrical Motors*, or *Deck Machinery Jobs*, and causes may include *Oil Leak* or *Improper Operations*. If the job is related to statutory or survey requirements, the **Class Related** checkbox can be enabled. Once details are entered, the user can proceed using the **Next** button or close the form using **Close Window**.

This function is mainly used to backfill past defect data, ensuring that all completed maintenance activities are properly documented within the PMS for future reference, trend analysis, and compliance tracking.



The screenshot shows a web form titled "Create Defect Job History" with a close button (X) in the top right corner. The form contains the following fields and controls:

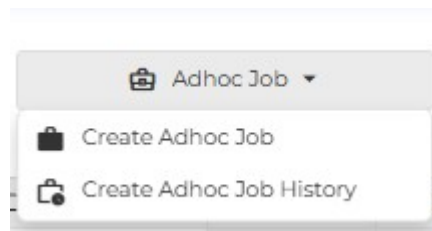
- Component:** A section with two input fields: "Code" and "Name", followed by a blue "Select" button.
- Job No. / Code:** A text input field containing the placeholder text "--auto generated--".
- Job Name:** A text input field with a red asterisk indicating it is required. Below the field is an example: "Eg: Starting Air Compressor #1, 8000 hrs routine, etc".
- Root Cause:** A large text area for entering the root cause.
- Job Text:** A large text area for entering the job description. Below the field is an example: "Eg: Check piston rings Check connecting rod bearing, etc".
- Defect Category:** A dropdown menu with a red asterisk, currently showing "Select..."
- Defect Cause:** A dropdown menu with a red asterisk, currently showing "Select..."
- Class Related?** A checkbox.
- At the bottom right, there are two buttons: a dark blue "Next" button and a red "Close Window" button.

5.3 Adhoc Job

The Adhoc Job feature allows users to create and manage maintenance tasks that are not predefined or scheduled in the vessel's regular Planned Maintenance System (PMS). These jobs are typically unplanned activities that arise due to operational requirements, inspection

findings, or urgent maintenance needs that must be carried out immediately. Unlike routine or defect-based jobs, Adhoc Jobs are created manually by the user to document special tasks, modifications, or temporary works.

The Adhoc Job option includes two sub-functions: **Create Adhoc Job**, for adding new unscheduled jobs, and **Create Adhoc Job History**, for recording jobs that have already been performed.



Adhoc Job Tab

5.3.1 Create Adhoc Job

The Create Adhoc Job form allows users to manually register a new, unscheduled maintenance activity that arises unexpectedly. Each field in this form ensures that the job is clearly defined, categorized, and assigned properly.

Field Name:

- Component:
 - This section includes the **Code** and **Name** fields.
 - The user can click the **Select** button to open a component selection window, where equipment can be chosen from the vessel's machinery list.
 - This links the job to a specific machinery component for proper tracking.
- Job No. / Code:
 - Automatically generated by the system.

-
- Ensures each job has a unique identification number for record-keeping and traceability.
 - Job Name:
 - A mandatory field used to briefly describe the task.
 - Example: *“Cleaning of Fuel Oil Settling Tank Filter”* or *“Inspection of Auxiliary Blower Motor.”*
 - Root Cause:
 - Optional field for specifying the reason behind creating the Adhoc job.
 - Helps document the underlying issue such as *“Unexpected vibration detected”* or *“Safety observation from inspection.”*
 - Job Text:
 - Used to describe the scope of work or instructions for carrying out the job.
 - Example: *“Inspect blower fan alignment and clean air filter housing.”*
 - Due Date:
 - Specifies the date by which the job must be completed.
 - A mandatory field ensuring timely action and scheduling.
 - Assign To (Role):
 - Allows assigning the job to a specific responsible rank or department onboard.
 - Example roles: *Chief Engineer, 2nd Engineer, Electrician, etc.*
 - Class Related:
 - Checkbox to indicate whether the Adhoc job is related to classification or statutory survey requirements.
 - Enabling this ensures the job is flagged for review during class audits.
-

Add Job saves all entered details and creates the defect record in the system and **Close Window** cancels the operation without saving.

The screenshot shows a web form titled "Create Adhoc Job" with a close button (X) in the top right corner. The form contains the following fields and controls:

- Component:** A section with two input fields: "Code" and "Name", followed by a blue "Select" button.
- Job No. / Code:** A text input field containing the placeholder text "<auto generated>".
- Job Name: *** A text input field with the example text "Eg: Starting Air Compressor #1, 8000 hrs routine, etc".
- Root Cause:** A large text area with the placeholder text "Root Cause".
- Job Text:** A large text area with the example text "Eg: Check piston rings Check connecting rod bearing, etc".
- Due Date: *** A date input field with a calendar icon.
- Assign To (Role):** A dropdown menu with "Select..." as the current selection.
- Class Related?**

At the bottom right of the form, there are two buttons: a dark blue "Add Job" button and a red "Close Window" button.

Create Adhoc Job tab

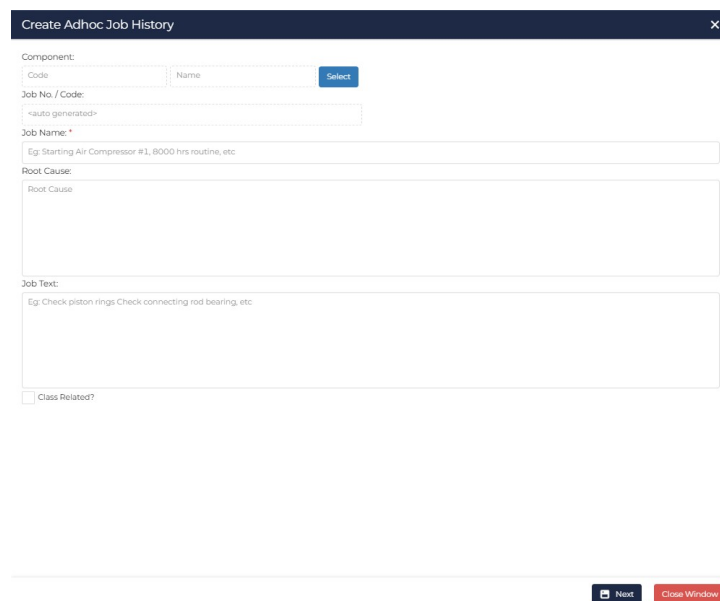
5.3.2 Create Adhoc Job History

The Create Adhoc Job History option is used to record details of Adhoc jobs that have already been completed but were not previously documented in the PMS. It ensures that past unscheduled maintenance activities or emergency repairs are properly entered into the system for reference, audits, and record completeness.

This form contains similar fields to the *Create Adhoc Job* page, including **Component**, **Job Name**, **Root Cause**, and **Job Text**. The user can select the relevant equipment through the *Select Component* option and provide a clear description of the completed work.

Additionally, there is a checkbox for **Class Related**, which can be marked if the completed job pertains to classification or survey requirements. Once the details are entered, clicking **Next** allows users to attach supporting documents, images, or reports before saving the record.

In short, this function helps maintain a **comprehensive history** of all maintenance activities—both planned and unplanned—ensuring that even previously completed Adhoc tasks are accurately logged for future tracking and compliance purposes.



The screenshot shows a web form titled "Create Adhoc Job History" with a close button (X) in the top right corner. The form contains the following fields and controls:

- Component:** A dropdown menu for "Code" and a text input for "Name", with a blue "Select" button to the right.
- Job No. / Code:** A text input field with a placeholder value of "-auto generated-".
- Job Name:** A text input field with a placeholder value of "Eg: Starting Air Compressor #1, 8000 hrs routine, etc".
- Root Cause:** A large text area for input.
- Job Text:** A large text area for input with a placeholder value of "Eg: Check piston rings Check connecting rod bearing, etc".
- Class Related?** A checkbox located at the bottom left of the form.

At the bottom right of the form, there are two buttons: a blue "Next" button and a red "Close Window" button.

6. Conclusion

The Planned Maintenance System (PMS) serves as a comprehensive digital platform designed to streamline and document all maintenance-related activities on board a vessel. Through its structured modules such as Job List, Job Actions, Completion Reports, and Unplanned Jobs,

the PMS ensures that both routine and unscheduled maintenance tasks are efficiently planned, executed, and recorded.

By providing detailed job creation interfaces—such as **Defect Jobs**, **Adhoc Jobs**, and their respective history modules—the system enables transparent tracking of equipment conditions, root causes, spares usage, and responsible personnel. This structured workflow not only enhances operational efficiency but also ensures compliance with class and statutory requirements.

Moreover, PMS promotes accountability, prevents equipment breakdowns through timely preventive actions, and maintains an accurate digital history of all performed jobs. Overall, it acts as a vital tool for **safety, reliability, and performance optimization** of shipboard machinery, contributing significantly to smooth vessel operations and maintenance management excellence.
