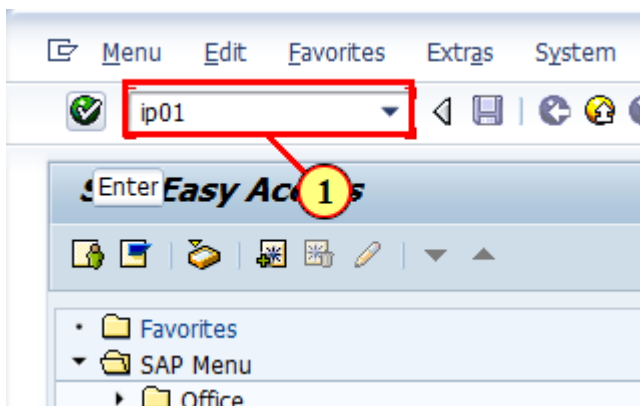## 1.1. PreventiveMaintenance with Schedule
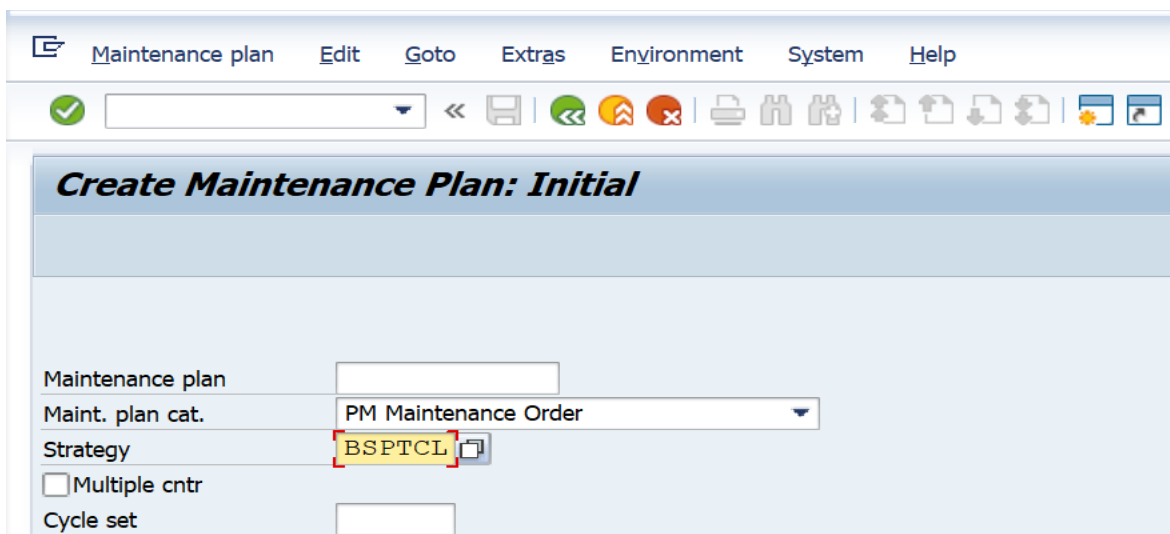
1.1.1. Create Maintenance Plan

SAP Menu	Logistics→ *Plant Maintenance* →Preventive maintenance →*Maintenance Planning* →*Maintenance Plan* →*Create*
Transaction code	**IP01**

Step	Action
(1)	**Enter the IP01 to create the Maintenance Plan.**

1.1.2. Create Maintenance Plan: Initial

Step	Action
(1)	Enter the Maintenance Plan category(i.e. Maintenance order).
(2)	Enter the Strategy-BSPTCL for the maintenance Plan.

1.1.3. Create Maintenance Plan: Strategy plan

Step	Action
(1)	Enter the Maintenance Plan short description.
(2)	Using dropdown option find the equipment and fill the field with required equipment.

1.1.4. Create Maintenance Plan: Strategy plan

Step	Action
(1)	**Enter the order typeZM03& Activity type 002 for the Maintenance Plan.**
(2)	**Click** ⊘.

1.1.5. Create Maintenance Plan: Strategy plan

Step	Action
(1)	**Assign General task list.**

1.1.6. Create Maintenance Plan: Strategy plan

Step	Action
(1)	These cycles are triggered from task lists.

1.1.7.　　Create Maintenance Plan: Strategy plan

Step	Action
(1)	Click on the Maintenance Plan schedule tab.
(2)	Enter the call horizon. It is used in maintenance schedule for triggering call date.
(3)	Enter the scheduling period.
(4)	In scheduling indicator tab, select any option like time, time-key date, time - factory calendar.
(5)	Then save the maintenance plan.

1.1.8. Create Maintenance Plan: Initial

Step	Action
(1)	☑ Maintenance plan 15 created .
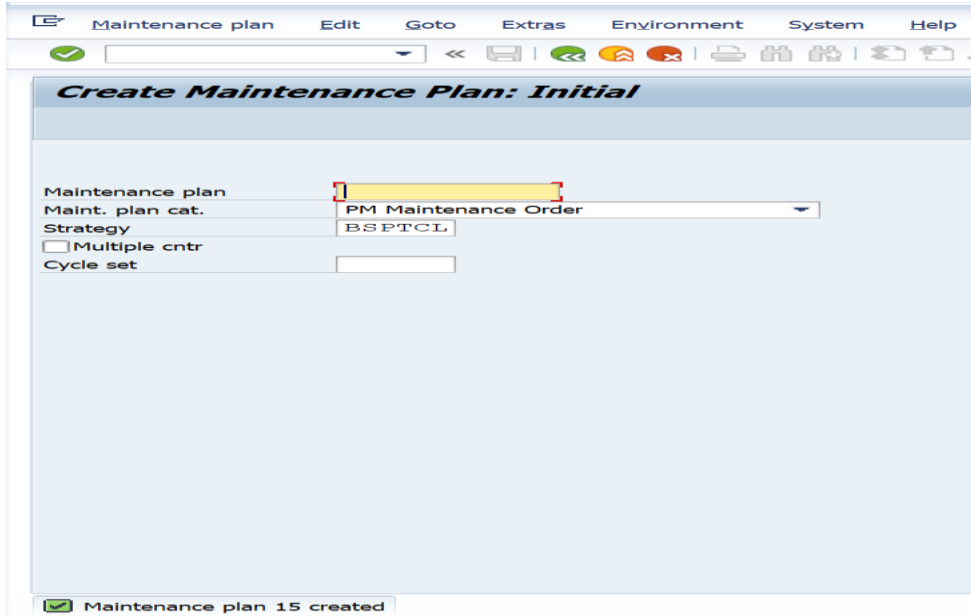
1.1.9. Schedule Maintenance Plan

SAP Menu	*Logistics→ Plant Maintenance→* **Preventive maintenance → Maintenance Planning → Scheduling for maintenance Plan → Schedule**
Transaction code	**IP10**

Step	Action
(1)	**Enter the /NIP10(T code) used to scheduling maintenance for the Maintenance Plan.**

1.1.10. Schedule Maintenance Plan: Strategy plan 00000000015
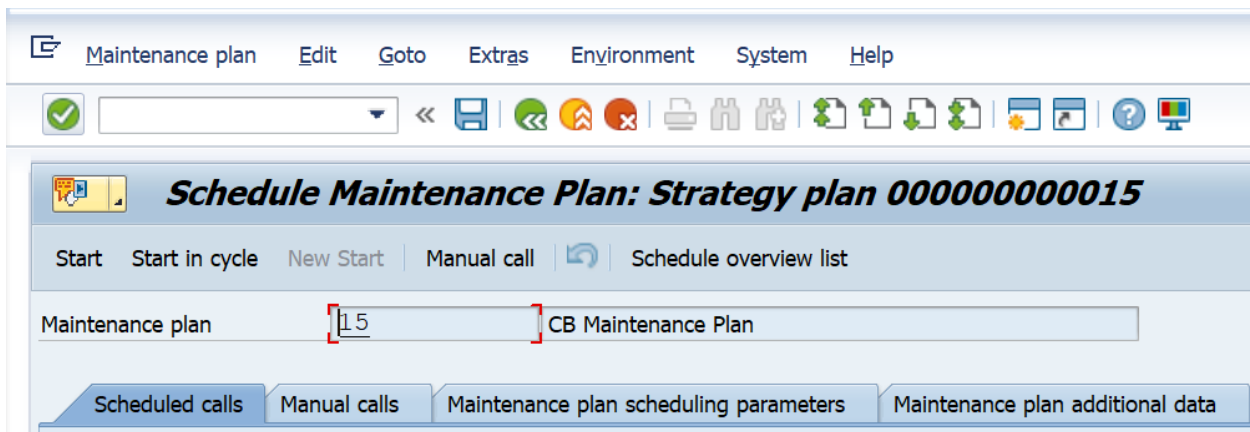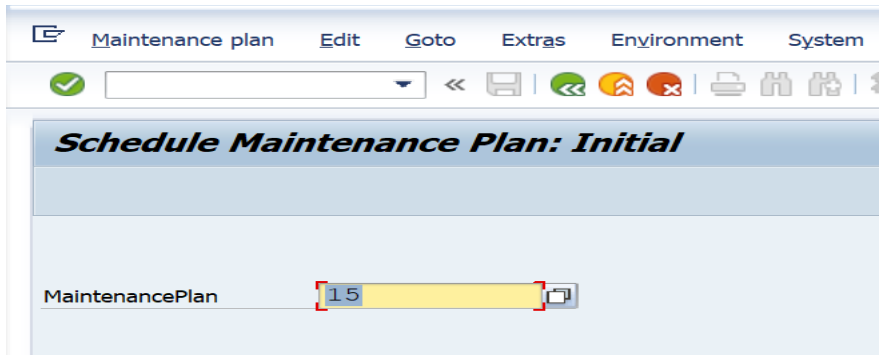
Step	Action
(1)	Click Start **Start** .

1.1.11. Start Date
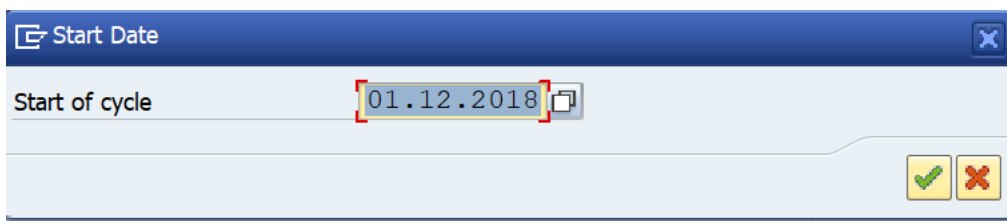
Step	Action
(1)	Enter the Start of cycle date. It is the reference date to start the scheduling.

Step	Action
(2)	**Click Continue ✅.**

1.1.12.   Schedule Maintenance Plan: Strategy plan 15
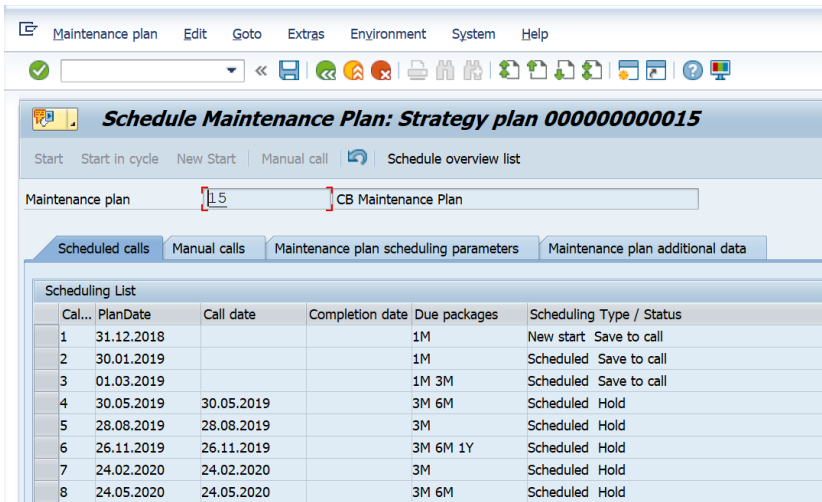
Step	Action
(1)	**Save the Schedule.**

1.1.13.   Schedule Maintenance Plan: Initial
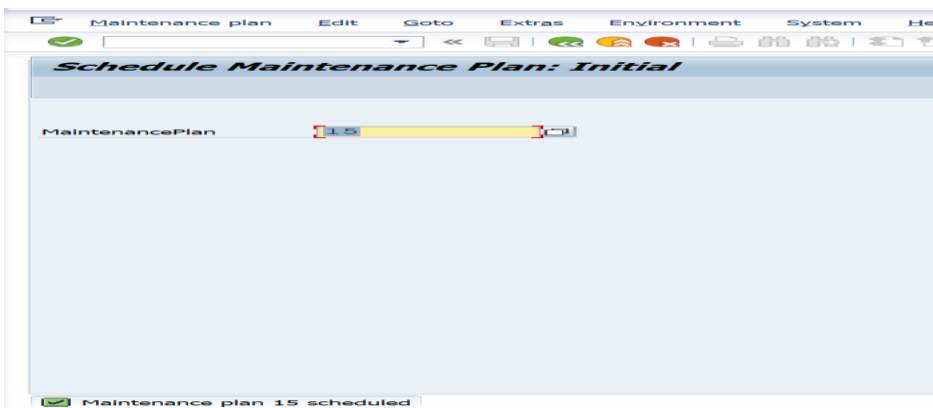
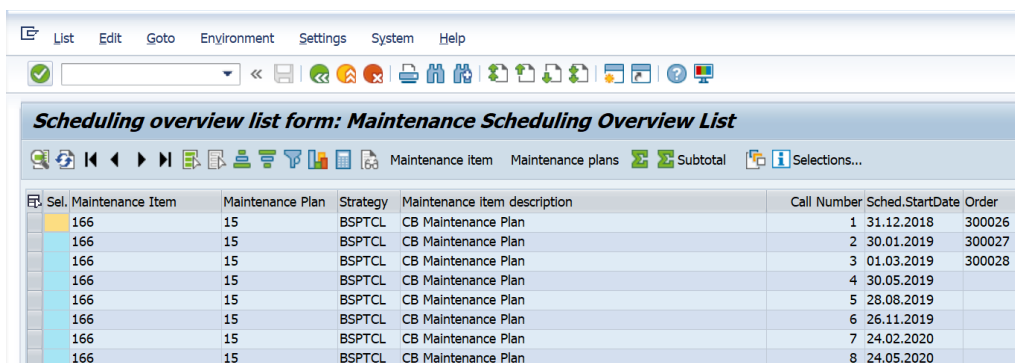| Step	Action
(1)	✅ Maintenance plan 15 scheduled

1.1.14. Scheduling overview list

SAP Menu	*Logistics→ Plant Maintenance→ Preventive maintenance → Maintenance Planning →Scheduling for Maintenance Plans→ Scheduling Overview→ list Display*
Transaction code	**IP24**

Schedule Maintenance Plan: Initial

MaintenancePlan   15
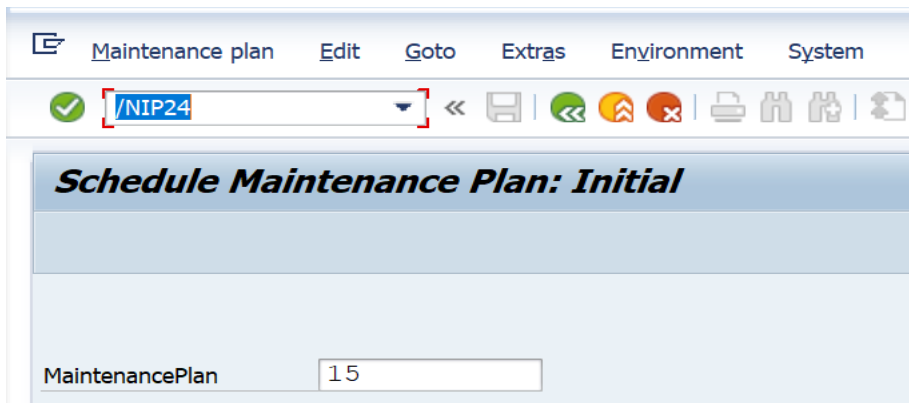
Step	Action
(1)	**Enter the /NIP24 to see the scheduling overview list.**

1.1.15. Scheduling overview list form: Maintenance Scheduling Overview List

Scheduling overview list form: Maintenance Scheduling Overview List

Sel.	Maintenance Item	Maintenance Plan	Strategy	Maintenance item description	Call Number	Sched.StartDate	Order
	166	15	BSPTCL	CB Maintenance Plan	1	31.12.2018	300026
	166	15	BSPTCL	CB Maintenance Plan	2	30.01.2019	300027
	166	15	BSPTCL	CB Maintenance Plan	3	01.03.2019	300028
	166	15	BSPTCL	CB Maintenance Plan	4	30.05.2019	
	166	15	BSPTCL	CB Maintenance Plan	5	28.08.2019	
	166	15	BSPTCL	CB Maintenance Plan	6	26.11.2019	
	166	15	BSPTCL	CB Maintenance Plan	7	24.02.2020	
	166	15	BSPTCL	CB Maintenance Plan	8	24.05.2020	

Step	Action
(1)	**Maintenance Order number was generated**

1.1.16.   DisplayPreventive Maintenance order 300026: Central Header

SAP Menu	*Logistics→ Plant Maintenance Maintenance processing* → *Order →Change →*
Transaction code	**IW32**
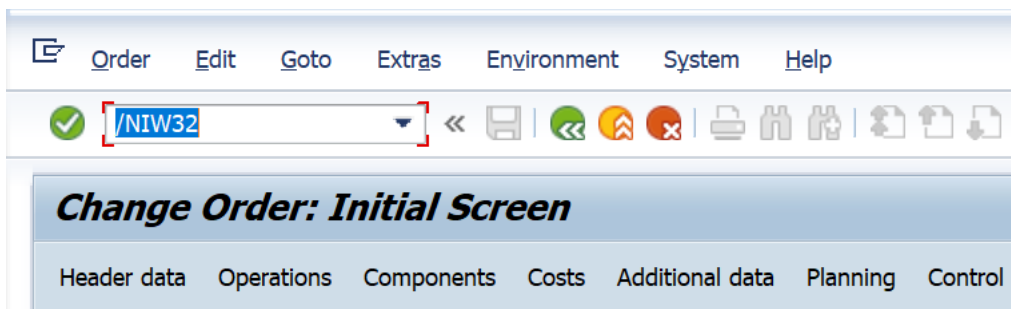
Step	Action
(1)	**Enter /NIW32 to change the order from display to change.Enter order number and press Enter**

Note:Create Notification for shut down approval process

1.1.17.   Change Preventive Maintenance order 300026: Central Header
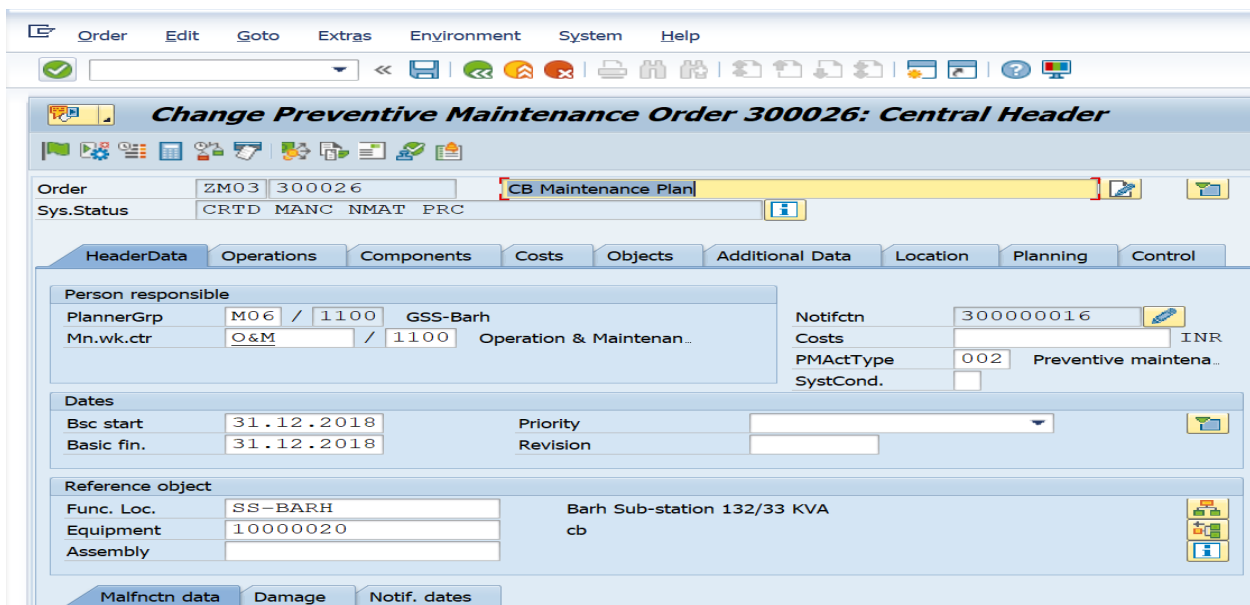
Step	Action
(1)	**Change notification created with reference to order.**

1.1.18.   Change Notification

Step	Action
(1)	**Check Notification Description, Equipment and FL Number.**
(2)	**Enter person Responsible,Responsible person No., and intimation SE(O&M)**

1.1.19. Change PM Notification: Preventive Notification

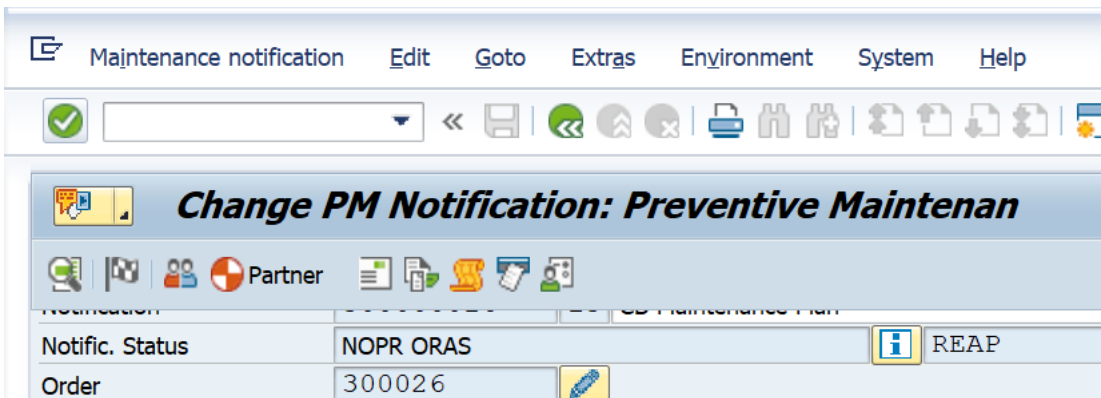| Step	Action
(1)	**In Notification tab all details will be triggered from order.**
(2)	**Click on Shutdown Requirement Tab.**
(3)	**Enter the Plan Shutdown Required start date and time.**
(4)	**Enter the Plan shutdown Required end date and time.**
(5)	**Click on the status and select the Request for approval-shutdown status.**

1.1.20.   Set User Status

Set User Status

User Status with Status Number

X	No.	Status	StatusText
○	01	CRTD	Notification Created
●	02	REAP	Request for S/D Approval
○	03	APRC	Aproval from Circle
○	04	REJC	Reject by Circle
○	05	APRL	Aproval from SLDC

User Status Without Status Number

X	Status	StatusText
☐	INTD	Int.Mail to division office
☐	INTP	Int.Mail to protection(T&C)
☐	INTT	Int. Mail to Telcom cell
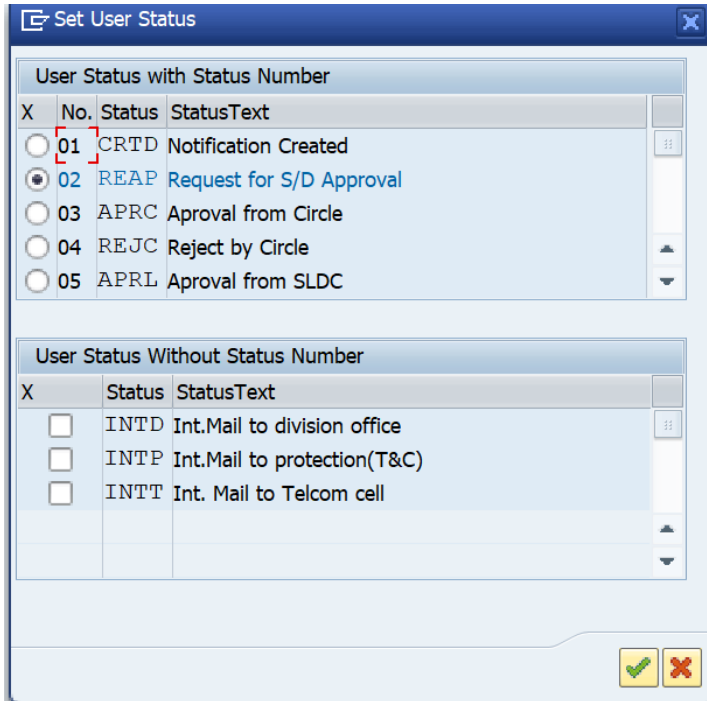
Select REAP Status for shutdown approval and also select intimation status if required.

1.1.21.   Create PM Notification: Shutdown Notification

Maintenance notification   Edit   Goto   Extras   Environment   System   Help

Change PM Notification: Preventive Maintenan

Partner

| Notific. Status | NOPR ORAS | | REAP |
| Order | 300026 | | |

Step	Action
(1)	**Click** 🔙.

1.1.22. Change Preventive Maintenance order 300026: Central Header

Step	Action
(1)	save the Order.

1.1.23. Change Order: Initial Screen

Step	Action
(1)	☑ Order 300026 saved with notification 300000016

Sample Workflow

Circle office will do following transaction -approval or reject shutdown
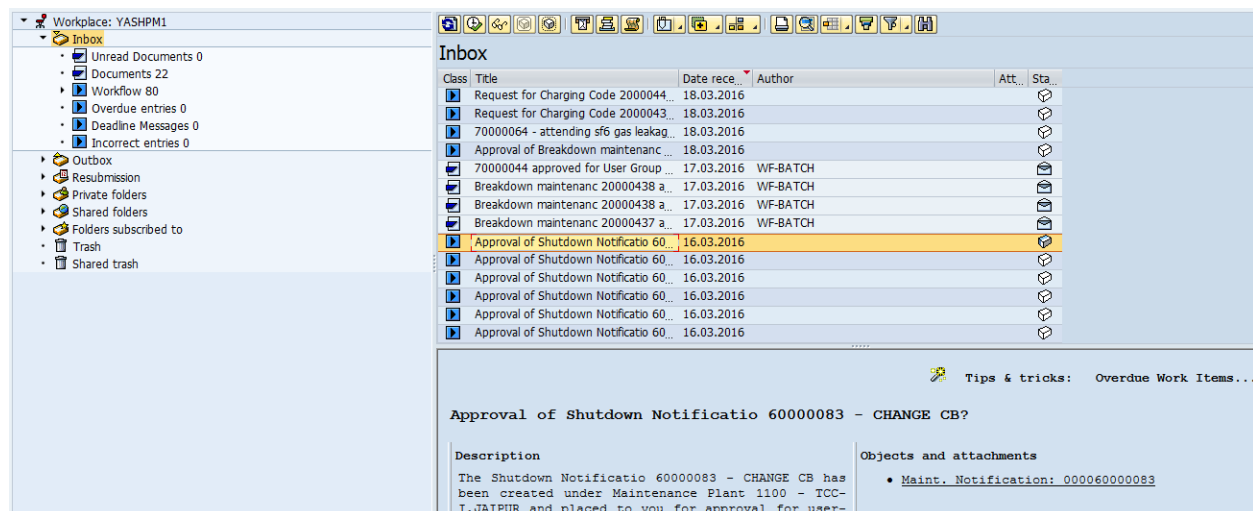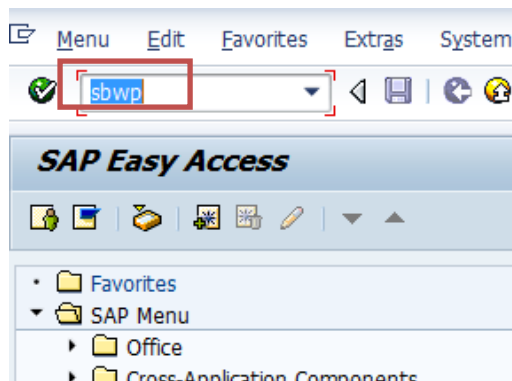
Step	Action
(1)	Enter the T-code- sbwp & click on ✅icon

60000083 – CHANGE CB?

Choose one of the following alternatives

Approve

Reject

Cancel and keep work item in inbox

Description

The Shutdown Notificatio 60000083 – CHANGE CB has been created under Maintenance Plant 1100 – TCC-I,JAIPUR and placed to you for approval for user-status APRD.

Select one of the available decision options. This completes the processing of this step.

Before you make a decision, you can display the attachments and objects which have been attached to the user decision. You can also add your own attachments.

If you choose Cancel, the user decision remains in your inbox for processing.

Objects and attachments

• Maint. Notification: 000060000083

Step	Action
(1)	**Double Click on Approve tab .**

Following steps are done by SLDC cell- Approval or reject
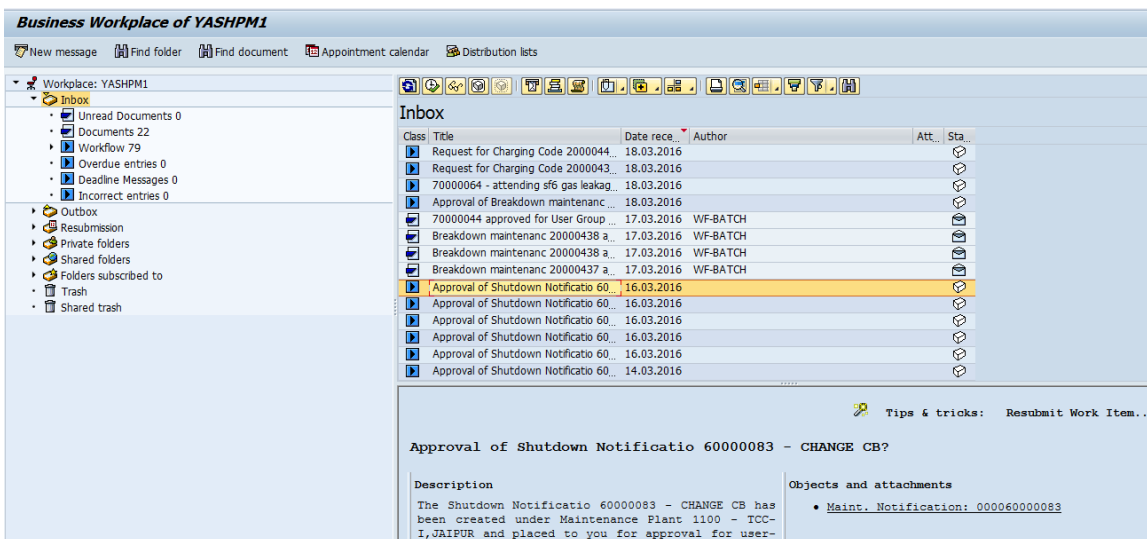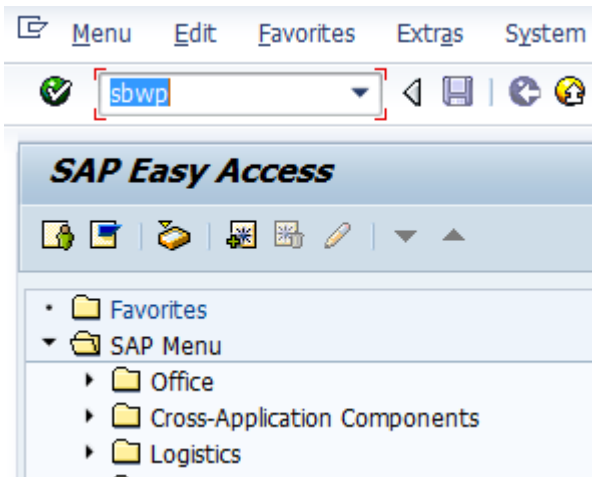
Step	Action
(1)	**The field is filled out T-code- sbwp**

Step	Action
(1)	Double click on Approve

GSS user will do PM activity

1.1.24.   Change PM Order.

SAP Menu	*Logistics→ Plant Maintenance Maintenance processing Order →Change →*
Transaction code	**IW32**
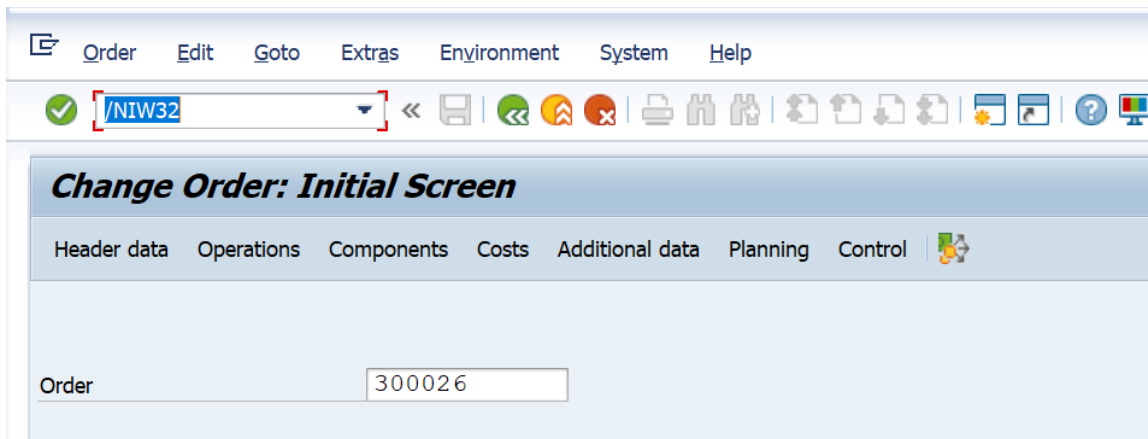
Step	Action
(1)	**After getting approval mail from SLD. Enter /NIW32(change order) to assign the permit and components.**

Step	Action
(1)	Operations are directly assigned from maintenance plan task list.
(2)	Click on the components tab.

1.1.25. Change Preventive Maintenance order 300026 : Component Overview

Step	Action

Step	Action
(1)	Enter the Material number.
(2)	Enter the quantity.
(3)	Enter the Respective GSS storage location and Plant.
(4)	Enter the Material valuation type.
(5)	Enter the operation number to which this component should Allocate.

Step	Action
(1)	Click on User status Icon.

Step	Action
(1)	Set user status to Permit Issue
(2)	Click On required checkbox
(3)	Click On continue icon

Release Maintenance Order

Step	Action
(1)	To release the order click on .
(2)	Click on save.

Goods Issue

Note: **Goods issue means issuing the material from GSS store to work area against Maintenance order**

SAP Menu	*Logistics* → *Material management* → **Inventory Management**Goods movement →*MIGO*
Transaction code	**MIGO**
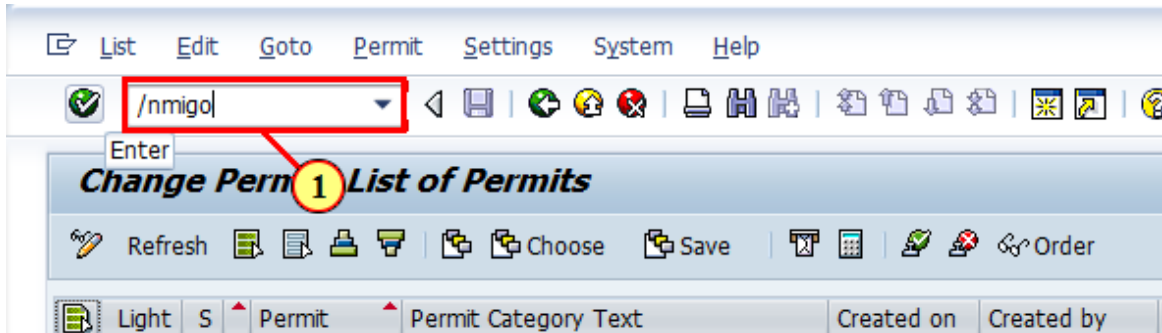
Step	Action
(1)	Enter the MIGO to issue the components against order.

1.1.26.   Goods Issue Order
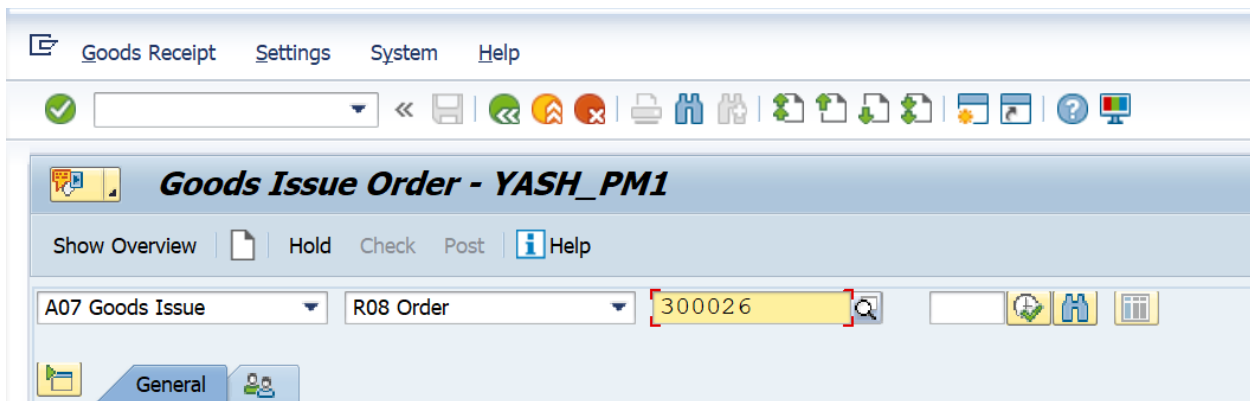
Step	Action
(1)	using drop down button select the goods issue.
(2)	Using drop down button select order.
(3)	Enter the maintenance order number.
(4)	Execute the MIGO.

1.1.27. Goods Issue Order

Step	Action
(1)	Select the Item ok checkbox.
(2)	Select the check button to check the MIGO if there is any errors .
(3)	Then click on the post button. Goods get issued.

1.1.28.   Goods Issue Order
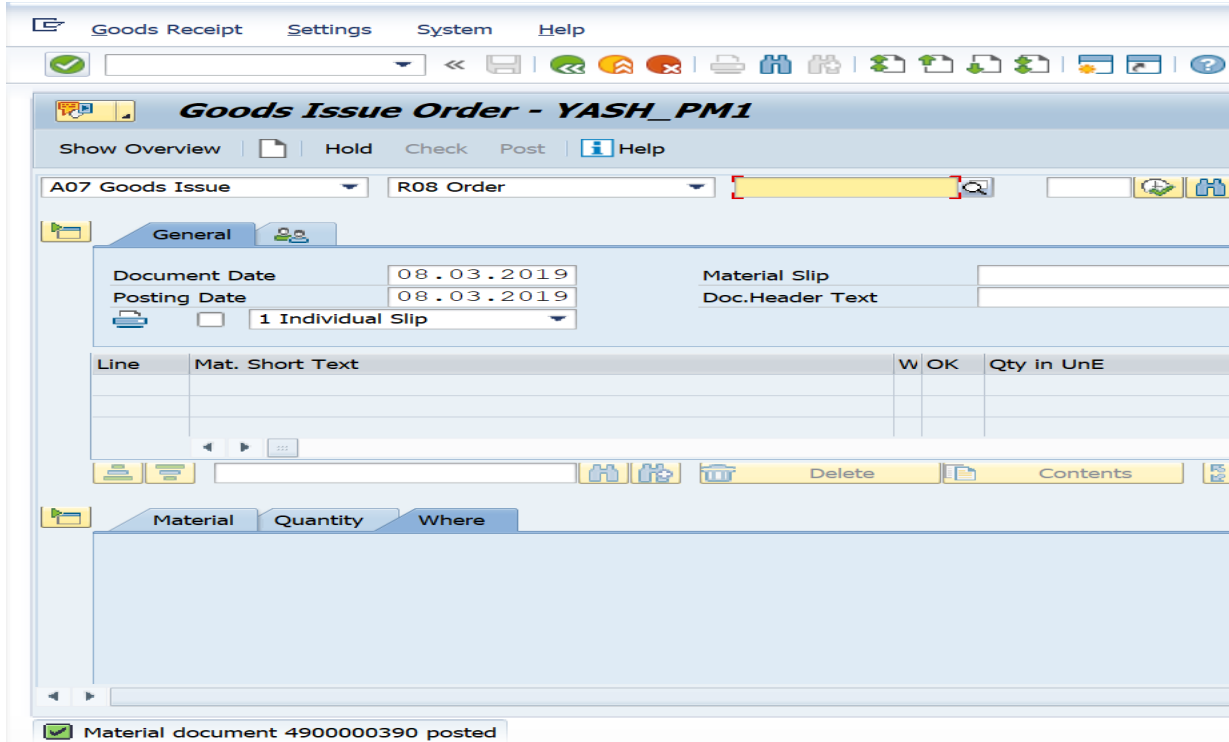
Step	Action
(1)	☑ Material document 4900000390 posted .

Note: Request the SLDC for Charging code.

1.1.29.   Goto Change Notification

SAP Menu	*Logistics* →*Plant maintenance*→Maintenance Processing → Notification →Change →
Transaction code	**IW22**
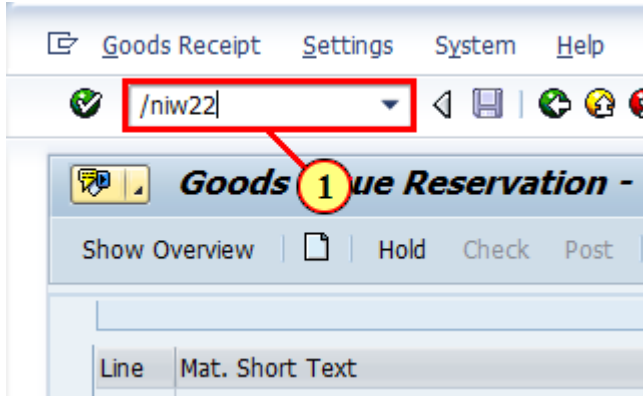
Step	Action
(1)	**Enter /NIW22(T code)** **and press enter.**

1.1.30. Change PM Notification: Initial Screen
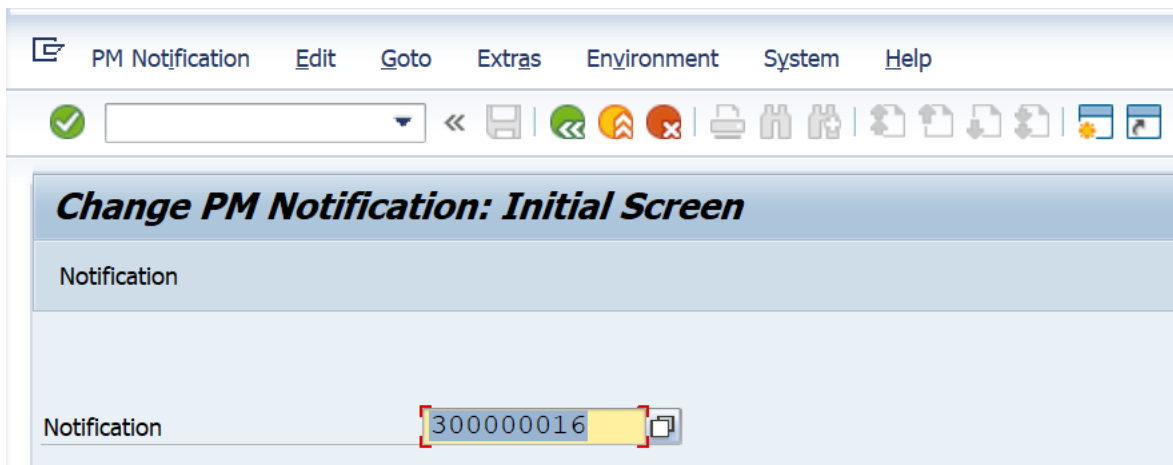
Step	Action
(1)	**Notification number.**

1.1.31.   Change PM Notification: Preventive Maintenance

Step	Action
(1)	Click on user Status and Request SLDC for charging Code.

1.1.32.   Set User Status

1.1.33. Change PM Notification: Shutdown Notification

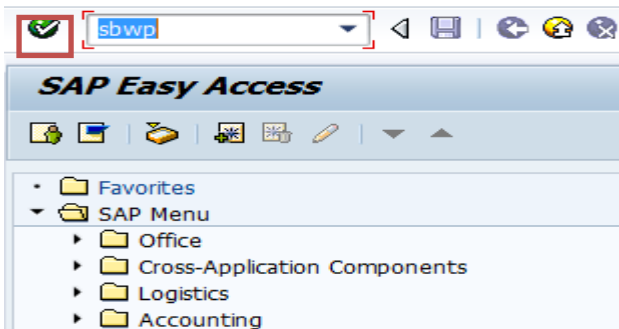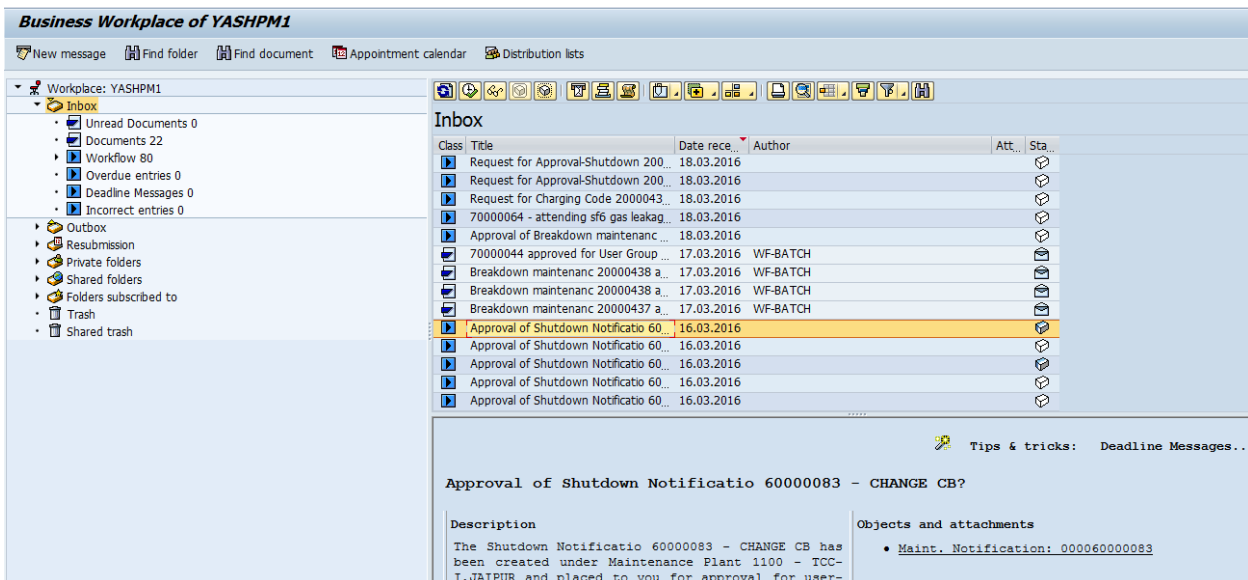| Step	Action
(1)	Save the Notification.

Sample Charging code issuing process

- **Note- Request for charging code mail will be trigger to SLDC cell**

SLDC cell Provide the Charging code

1.1.34.   Charging code Issuing process

Step	Action
(1)	Click ✅.

60000083 - CHANGE CB

Choose one of the following alternatives

Approve

Reject

Cancel and keep work item in inbox

Description

The Shutdown Notificatio 60000083 - CHANGE CB has been created under Maintenance Plant 1100 - TCC-I,JAIPUR and placed to you for approval for user-status APRD.

Planner Group : 006

Functional Location : 1100-7006-0132-BAY05

Equipment : CB-ABB-2901201602

Malfunction Start Date : 16.03.2016 14:35:52

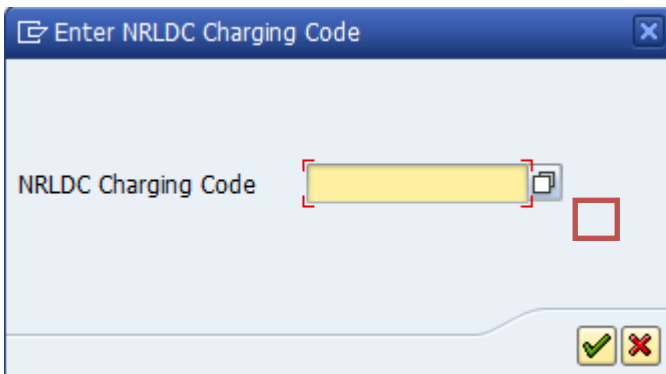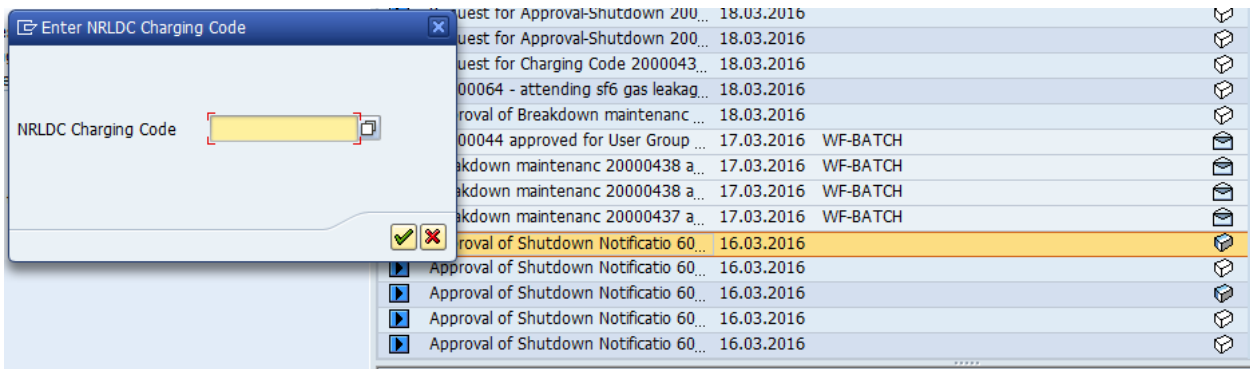Select one of the available decision options. This completes the processing of this step.

Objects and attachments
- Maint. Notification: 000060000083

Step	Action
(1)	**Enter the T-code- sbwp & Double Click on approve tab .**

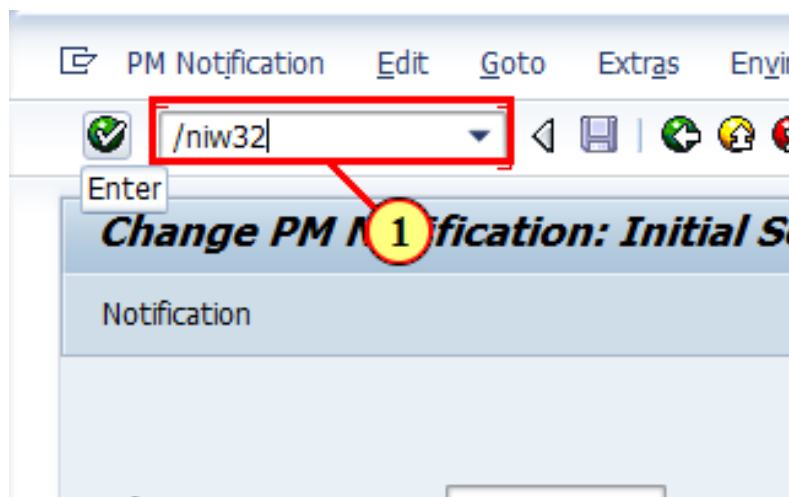| Step	Action
(1)	**Enter if NRLDC code available or Click** .

Note- After issuing charging code mail will be trigger to concern GSS.

GSS USER will do the following steps

1.1.35.   Complete the Shutdown MaintenanceOrder

Note:Complete(Technically) means closing the Shutdown Maintenance order from Technical side.

SAP Menu	*Logistics→ Plant Maintenance→Maintenance processing Order → Change*
Transaction code	**IW32**

Step	Action
(1)	**After getting charging code from LD, go to order for completing order Technically.**

1.1.36.   Change Order: Initial Screen
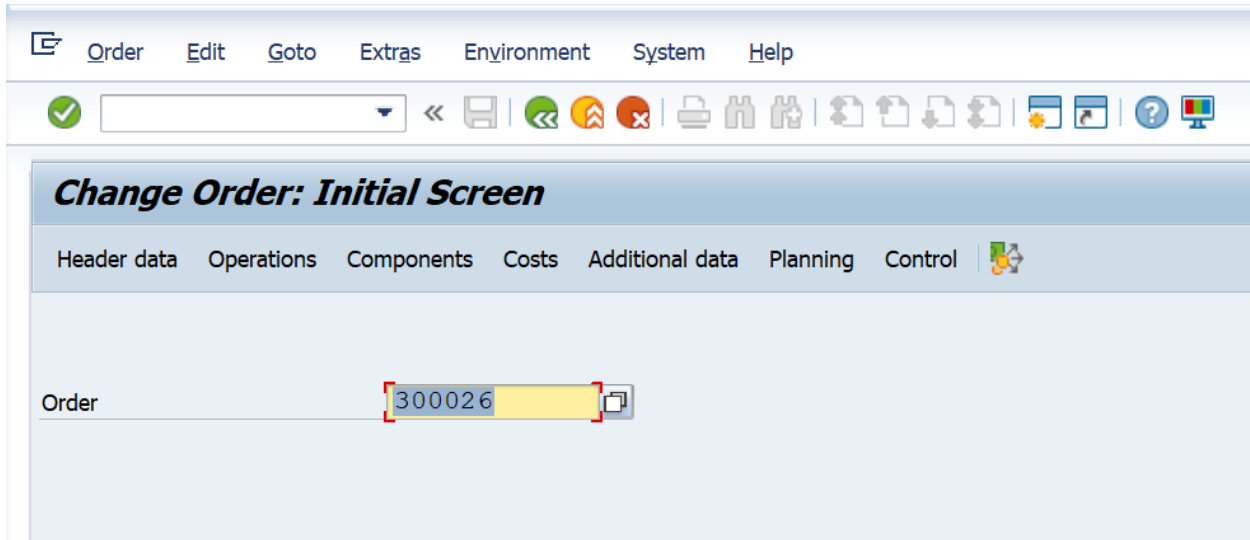
Step	Action
(1)	Using dropdown button find the order number.

Step	Action
(1)	Click on user status Icon.
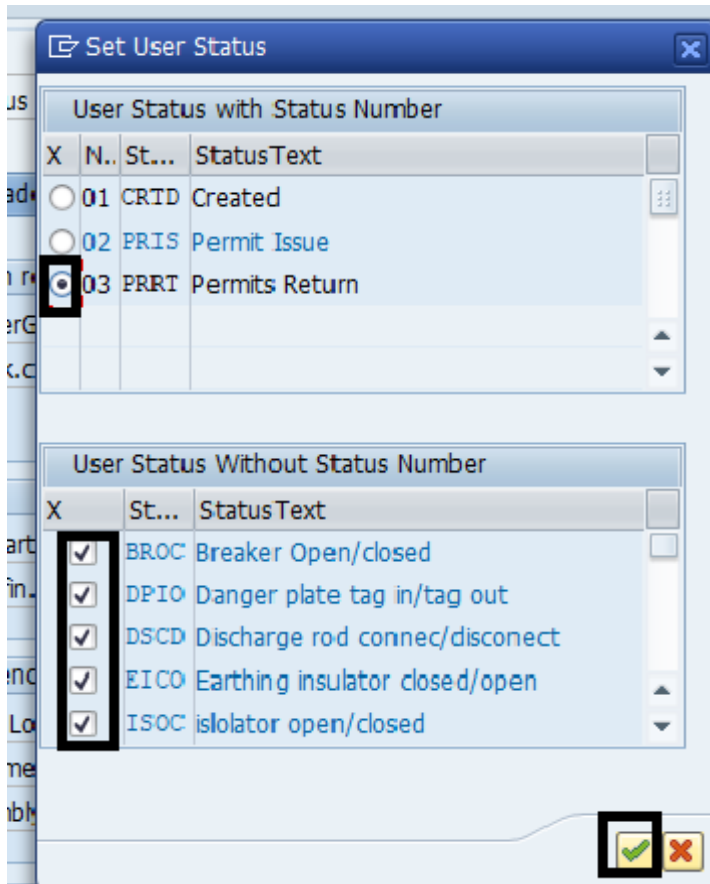
Step	Action
(1)	**Set user status to Permit Return**
(2)	**Click On required checkbox**
(3)	**Click On continue icon**

1.1.37. Change Shut down Maintenance order 600000159: Central Header
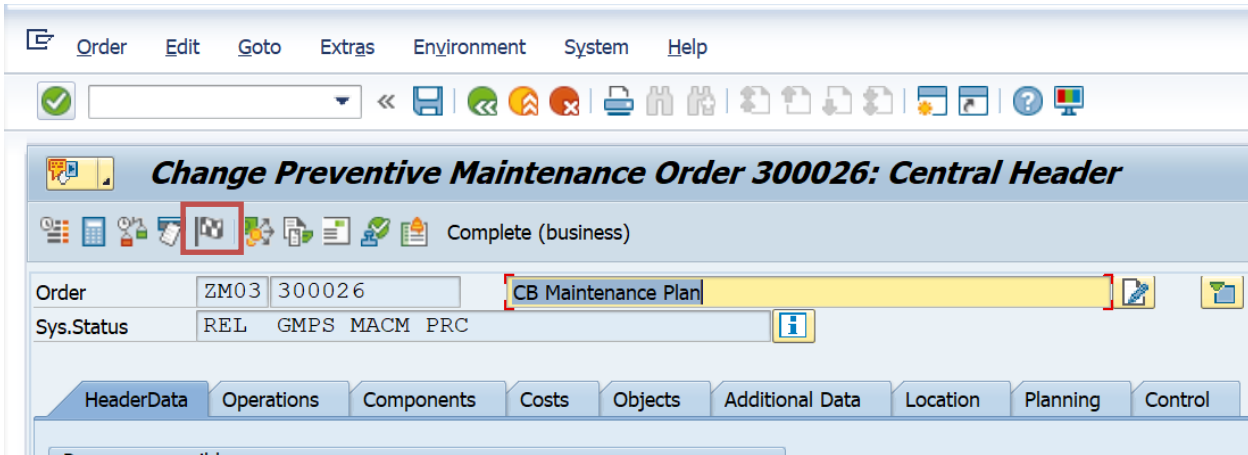
Step	Action
(1)	**Click Complete (technically) .**

1.1.38. Complete
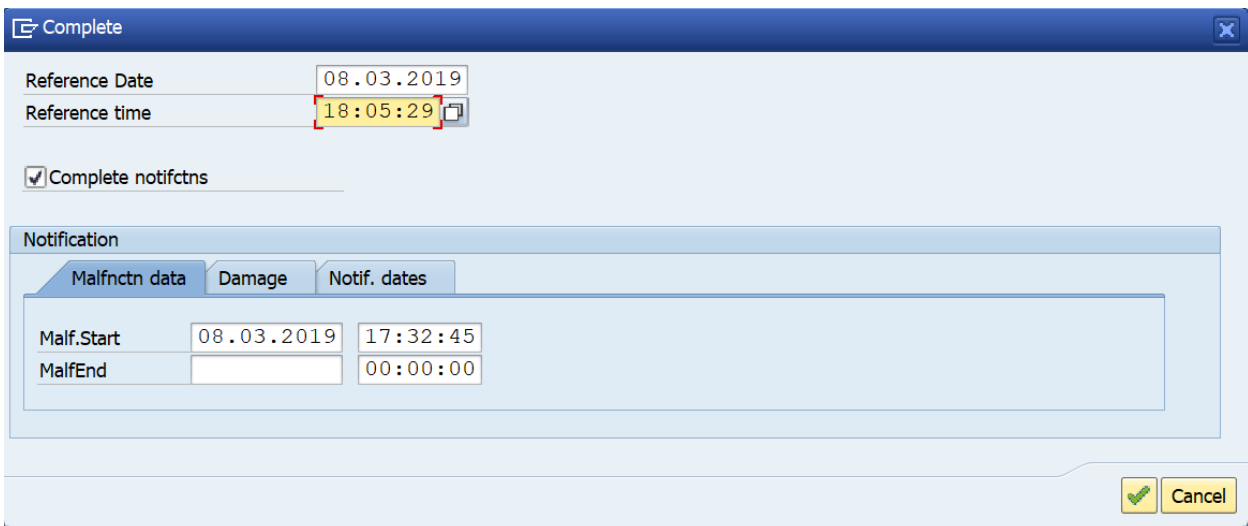
Step	Action
(1)	**Enter the malfunction end date and time.**
(2)	**Enter the Reference time for order completion.**

Step	Action
(3)	**Click ok.**

1.1.39.   Close the Preventive Maintenance Order

SAP Menu	*Logistics➔ Plant Maintenance➔Maintenance processing ➔ Order ➔ Change*
Transaction code	**IW32**
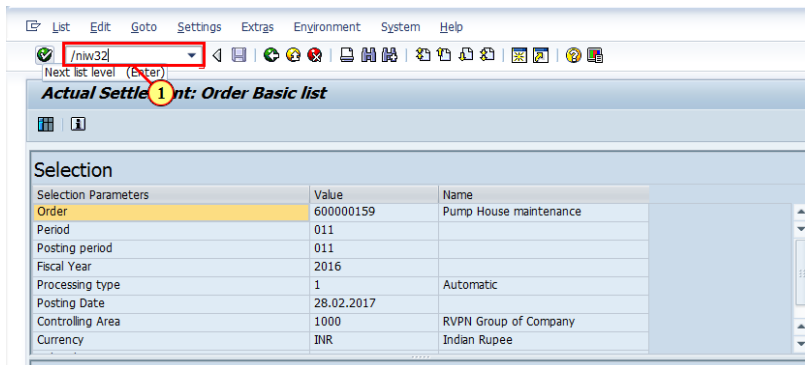
Step	Action
(1)	**After completing settlement. Go to order(T code-/NIW32) to close the Maintenance order.**

1.1.40. Close thePreventive maintenance Order: Initial Screen
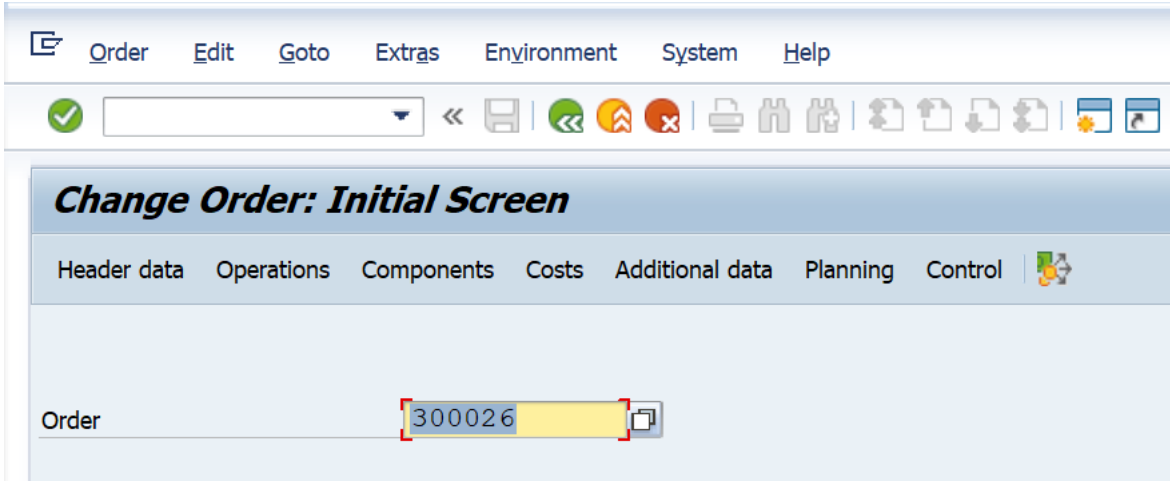
Step	Action
(1)	**Maintenance Order number.**

1.1.41. ClosePreventive Maintenance order 300026: Central Header
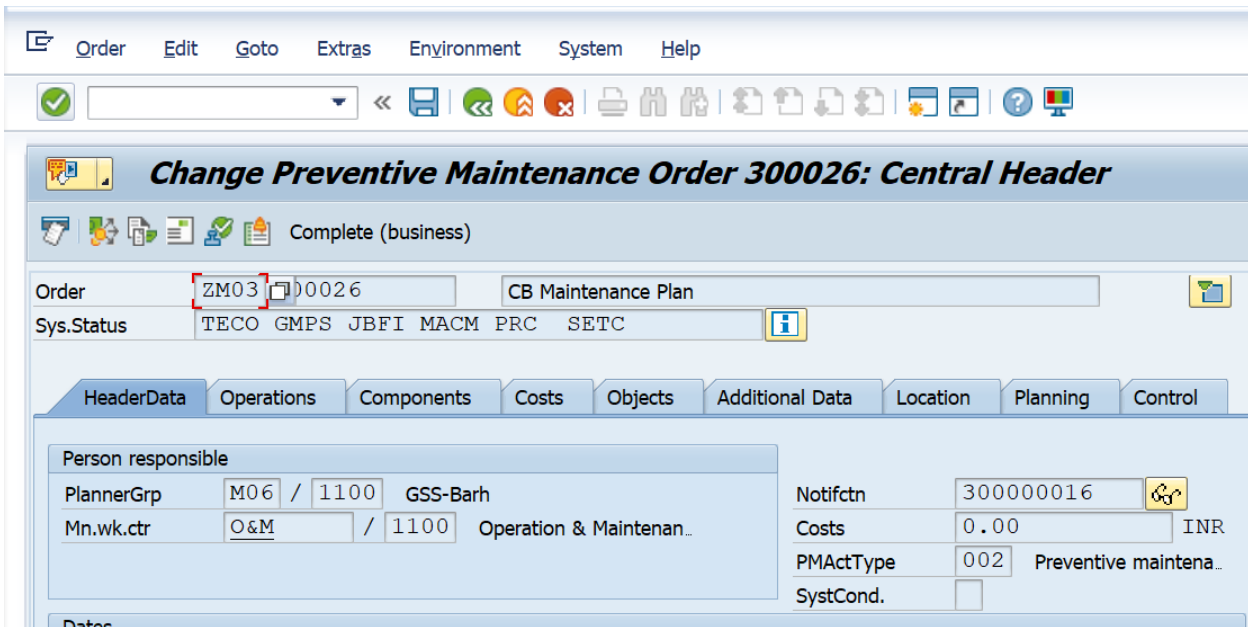
Complete order ✕

Completion not possible -> log

Save only
Log
✕ Cancel
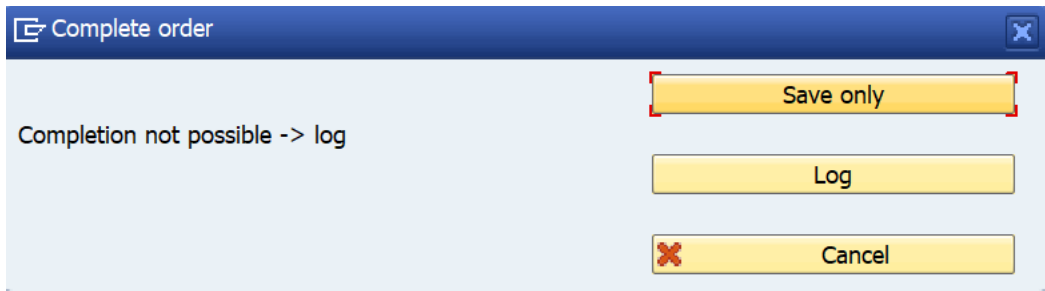
Step	Action
(1)	**Click pon save only**
(2)	**Click Complete (business)** Complete (business) .