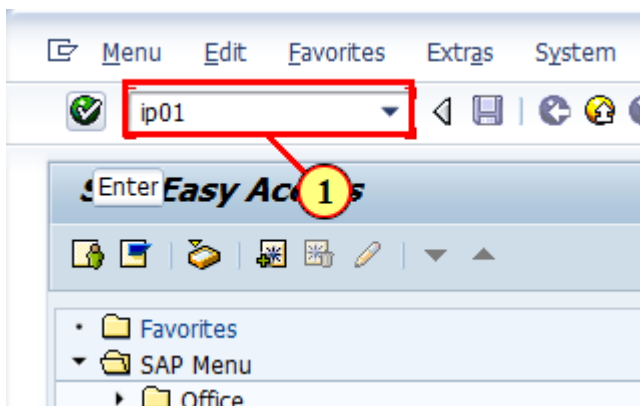




1.1. Preventive Maintenance with Schedule

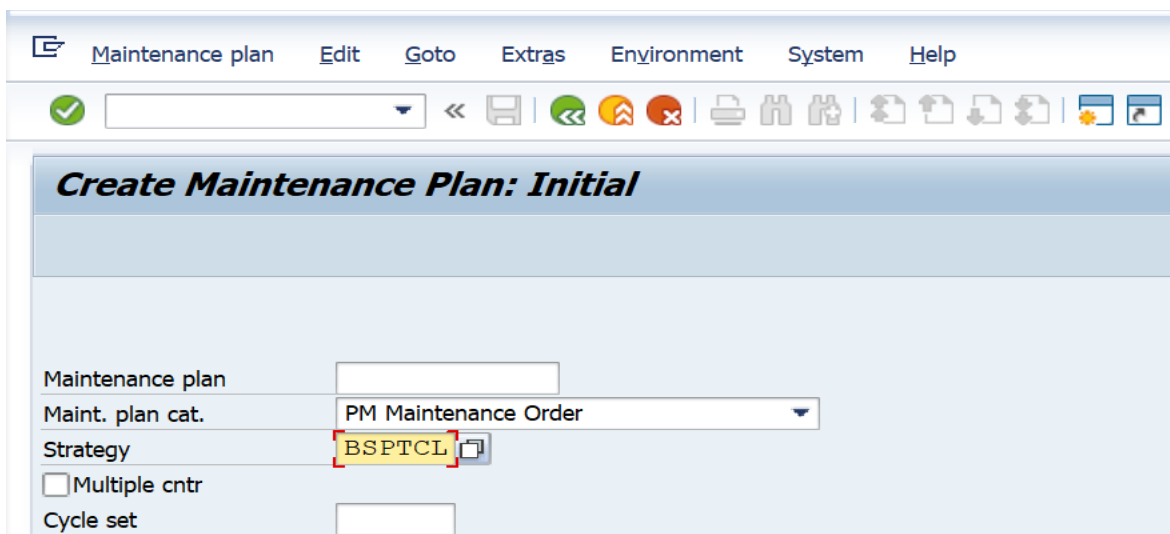
1.1.1. Create Maintenance Plan

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





Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



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

Maintenance plan: CB Maintenance Plan

Maintenance plan cycle: 08.03.2019

Cycle	Unit	Maintenance cycle text	Offset

Equipment: 10000020


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



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.4. Create Maintenance Plan: Strategy plan

Step	Action
(1)	Enter the order type ZM03 & Activity type 002 for the Maintenance Plan.
(2)	Click  .



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.5. Create Maintenance Plan: Strategy plan

Step	Action
(1)	Assign General task list.

1.1.6. Create Maintenance Plan: Strategy plan

Cycle	Unit	Maintenance cycle text	Offset
	3 MON	QUARTERLY	0
	6 MON	HALF YEARLY	0
	12 MON	YEARLY	0



Project – SUGAM(BSPTCL)
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Step	Action
(1)	These cycles are triggered from task lists.

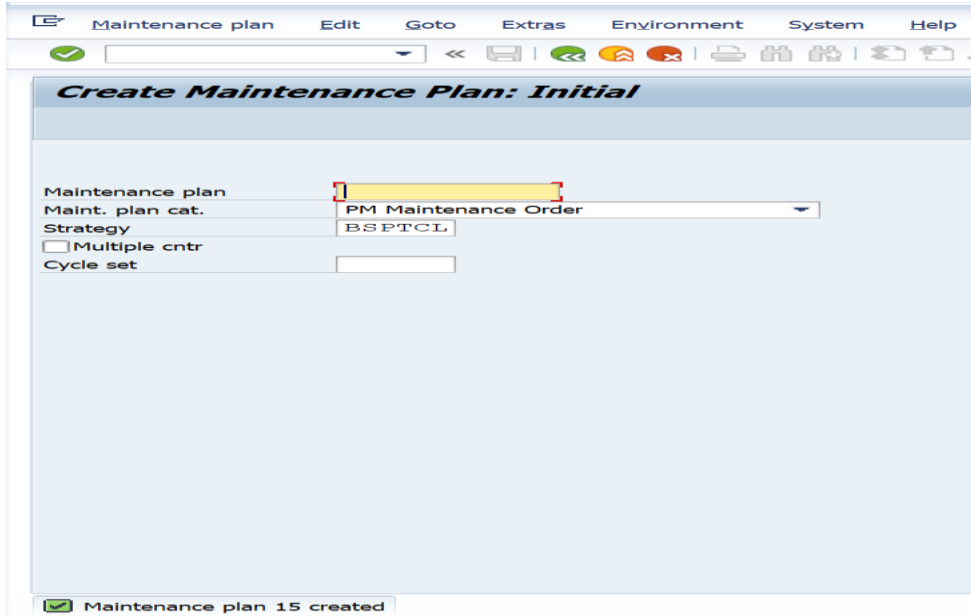
1.1.7. Create Maintenance Plan: Strategy plan

The screenshot shows the SAP 'Create Maintenance Plan: Strategy plan' screen. The 'Maintenance plan scheduling parameters' tab is selected. The 'Date determination' section includes fields for Shift Factor Late Compl., Tolerance (+), Shift Factor Early Compl., Tolerance (-), Cycle modification factor (set to 1.00), and Factory calendar. The 'Call control parameter' section includes Call horizon (100%), Scheduling period (1 YR), and Completion Requirement. The 'Scheduling indicator' section has radio buttons for Time (selected), Time - key date, and Time - factory caldr. The 'Start scheduling' section includes Start of cycle, which is set to 01.12.2018 and highlighted with a red box.

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)	.

1.1.9. Schedule Maintenance Plan

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



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



Maintenance plan Edit Goto Extras Environment System Help

✓ /NIP10

Create Maintenance Plan: Initial

Maintenance plan

Maint. plan cat. PM Maintenance Order

Strategy BSPTCL

Multiple cntr

Cycle set

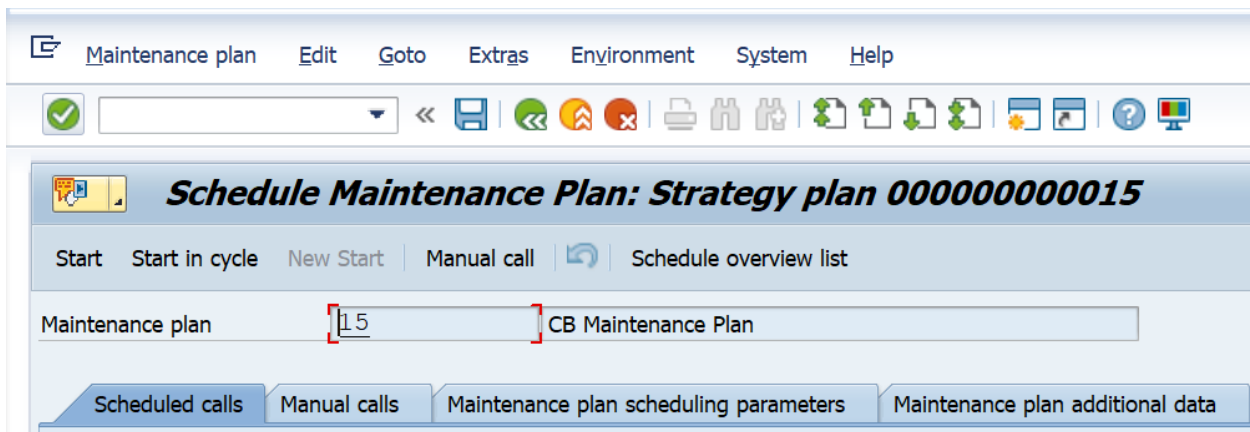
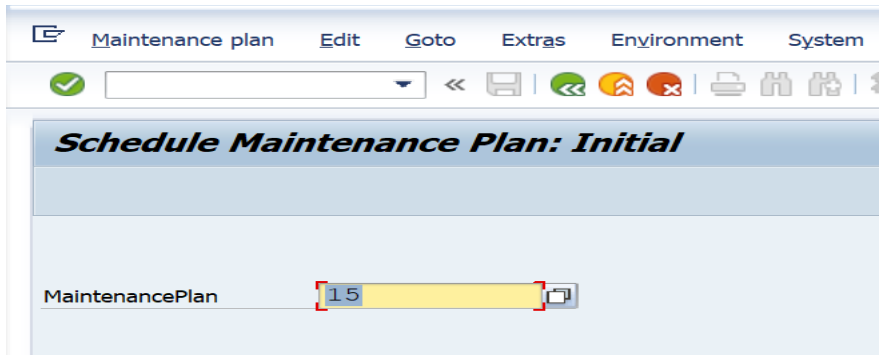
Step	Action
(1)	Enter the /NIP10(T code) used to scheduling maintenance for the Maintenance Plan.



Project – SUGAM(BSPTCL)
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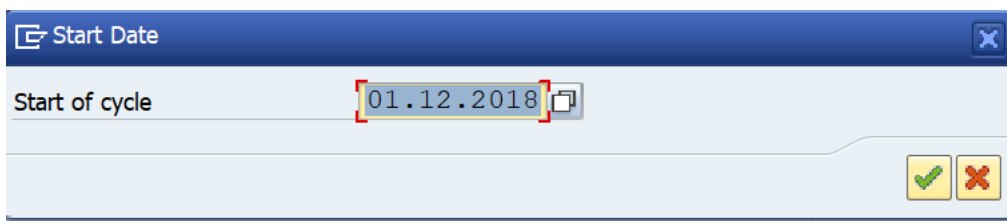


1.1.10. Schedule Maintenance Plan: Strategy plan 00000000015



Step	Action
(1)	Click Start <input type="button" value="Start"/> .

1.1.11. Start Date



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

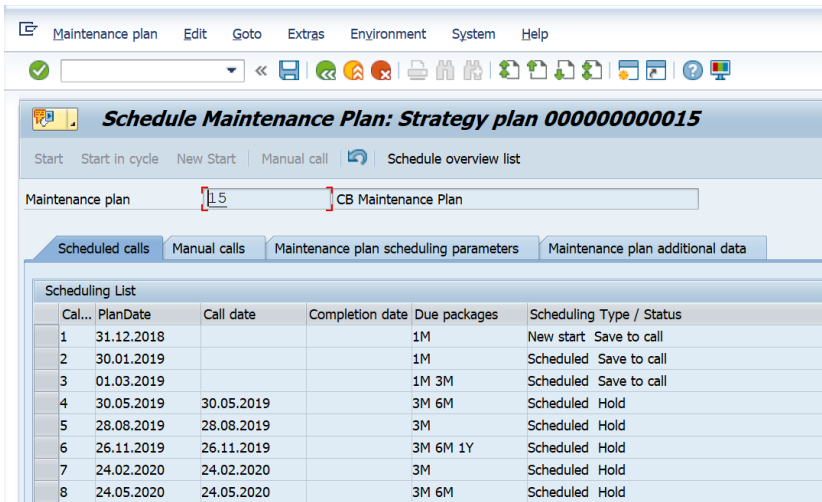


Project – SUGAM(BSPTCL)
Preventive Maintenance Process
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End User Manual - Plant Maintenance



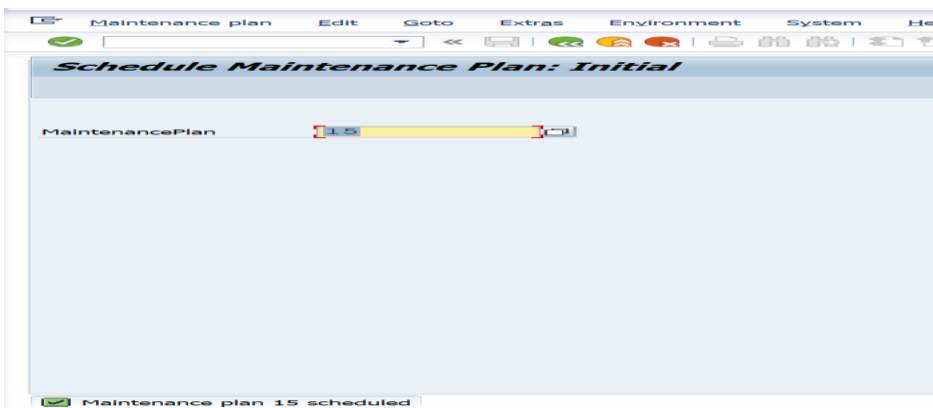
Step	Action
(2)	Click Continue

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

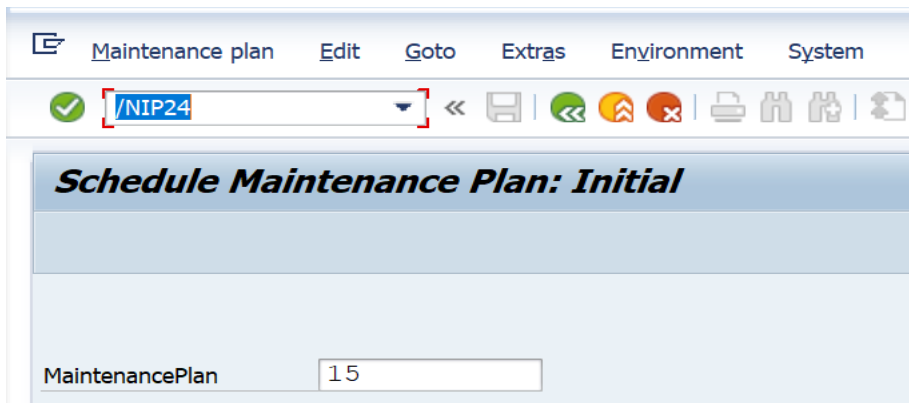


Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
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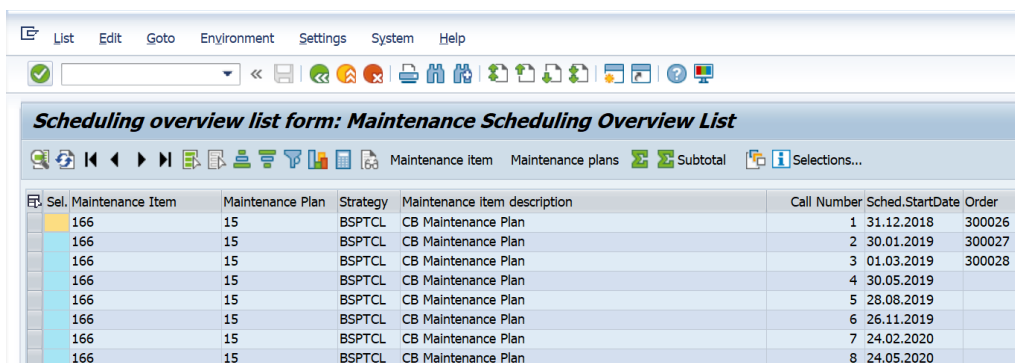
1.1.14. Scheduling overview list

SAP Menu	<i>Logistics</i> → <i>Plant Maintenance</i> → Preventive maintenance → Maintenance Planning → Scheduling for Maintenance Plans → Scheduling Overview → list Display
Transaction code	IP24



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

1.1.15. Scheduling overview list form: Maintenance Scheduling Overview List



Step	Action
(1)	Maintenance Order number was generated

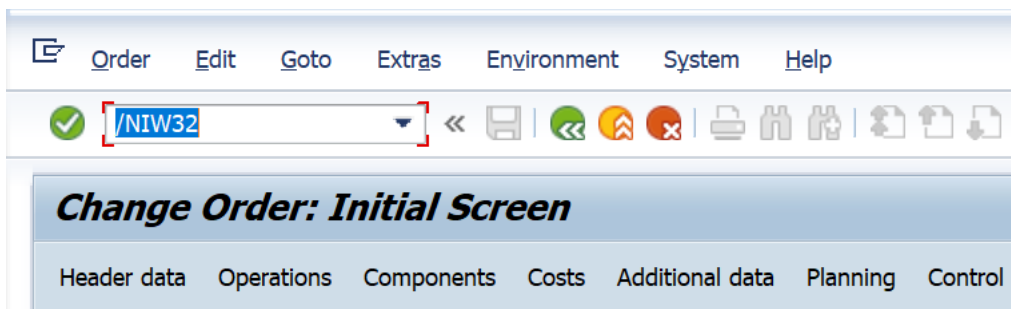


Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.16. Display Preventive Maintenance order 300026: Central Header

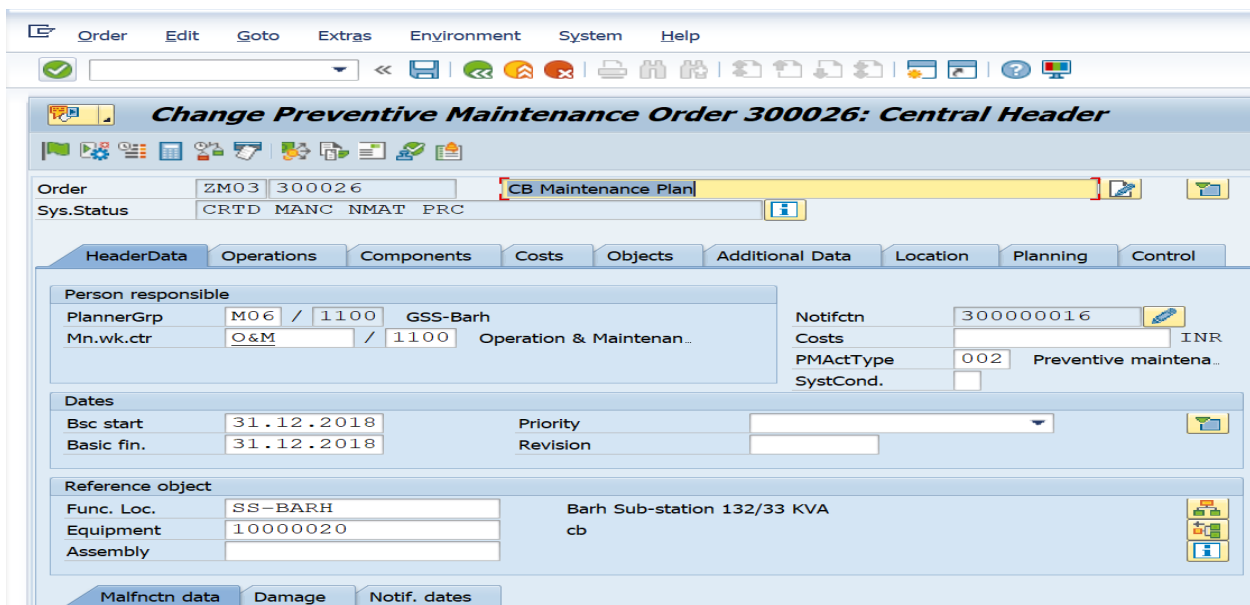
SAP Menu	Logistics → Plant Maintenance Maintenance processing Order → Change →
Transaction code	IW32



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





Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



Step	Action
(1)	Change notification created with reference to order.

1.1.18. Change Notification

Maintenance notification Edit Goto Extras Environment System Help

Change PM Notification: Preventive Maintenance

Notification: 300000016 Z3 CB Maintenance Plan

Notific. Status: NOPR ORAS CRTD

Order: 300026

Notification Shut Down requirement Location data Malfunction, breakdown

Reference Object

Functional loc.: SS-BARH Barh Sub-station 132/33 KVA

Equipment: 10000020 cb

Assembly:

Subject

Description: CB Maintenance Plan

Subject Long Text:

Maintenance notification Edit Goto Extras Environment System Help

Change PM Notification: Preventive Maintenance

Responsibilities

Planner Group: M06 / 1100 GSS-Barh

Main WorkCtr: O&M / 1100 Operation & Maintenance dept

Person respons.: 01000086

Reported By: Notif. Date: 08.03.2019 17:16:11

Additional Data

Resp Person No.: 9999999999

SLDC Charging Code:

Approval Code of SLDC:

ERLDC Charging Code:

Approval Code of ERLDC:

NLDC Charging Code:

Approval Code of NLDC:

NEA Charging Code:

Approval Code of NEA:

Intimation SE(O&M): Y Yes

OCC Approval:

Approval from Load S:

Certificate for No Supply Disturbance

Remarks by GSS:



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



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

Maintenance notification Edit Goto Extras Environment System Help

Change PM Notification: Preventive Maintenance

Notification: 300000016 Z3 CB Maintenance Plan

Notific. Status: NOPR ORAS CRTD

Order: 300026

Notification Shut Down requirement Location data Malfunction, breakdown

Start/End Dates

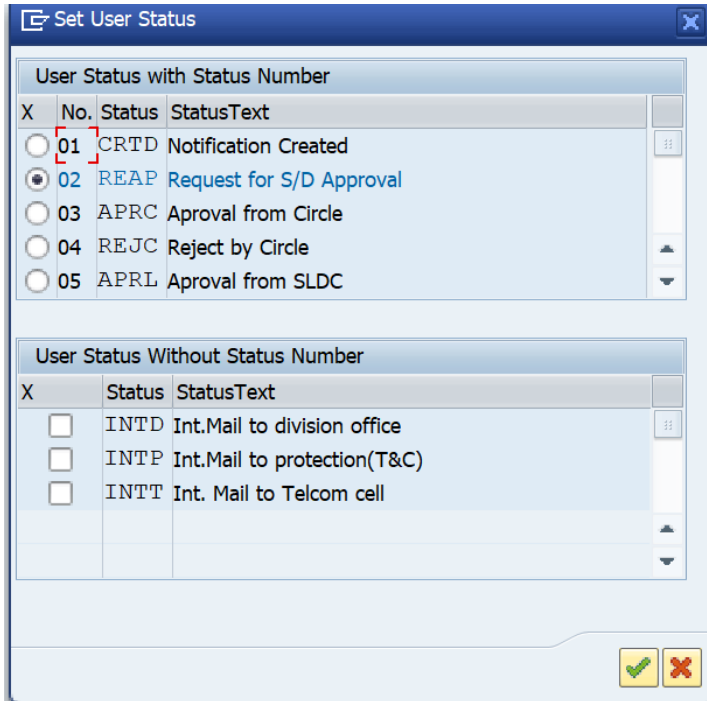
Required Start: 08.03.2019 17:23:18 Priority

Required End: 08.03.2019 18:44:42

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.

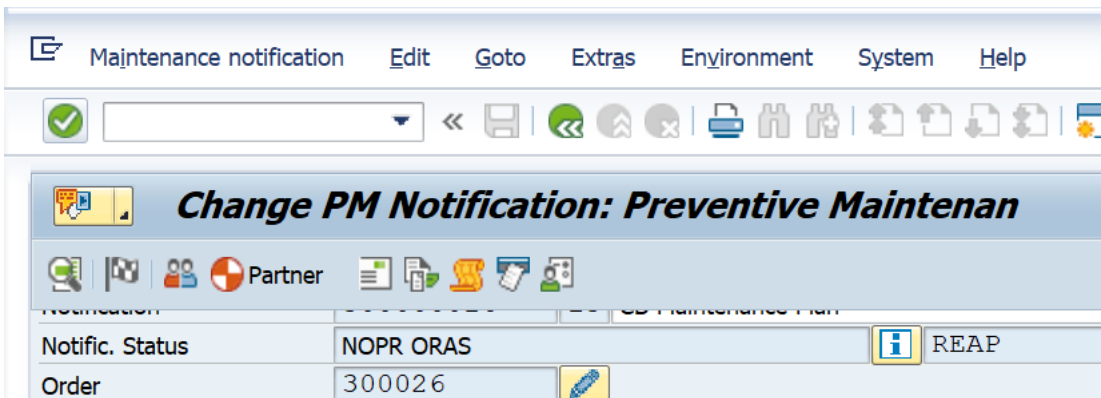



1.1.20. Set User Status



Select REAP Status for shutdown approval and also select intimation status if required.

1.1.21. Create PM Notification: Shutdown Notification



Step	Action
(1)	Click  .



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.22. Change Preventive Maintenance order 300026: Central Header

Order ZM03 300026 CB Maintenance Plan
Sys.Status CRTD MANC NMAT PRC
PlannerGrp M06 / 1100 GSS-Barh Notifctn 300000016

Step	Action
(1)	save the Order.

1.1.23. Change Order: Initial Screen

Order 300026
Order 300026 saved with notification 300000016

Step	Action
(1)	<input checked="" type="checkbox"/> Order 300026 saved with notification 300000016

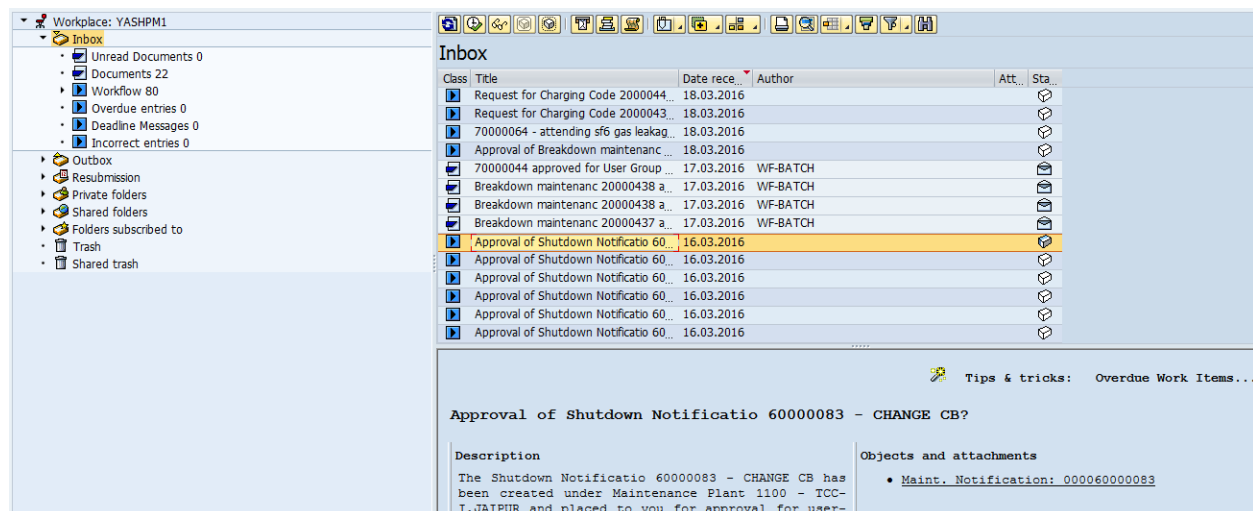
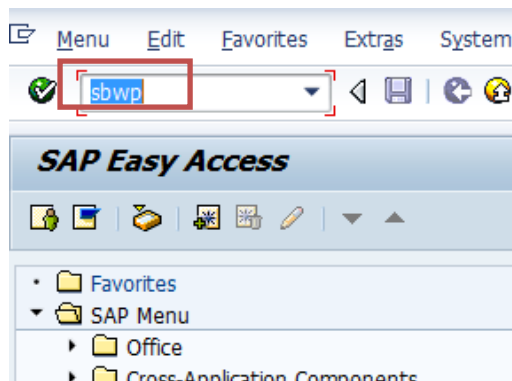


Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



Sample Workflow

Circle office will do following transaction -approval or reject shutdown



Step	Action
(1)	Enter the T-code- sbwp & click on  icon



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



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

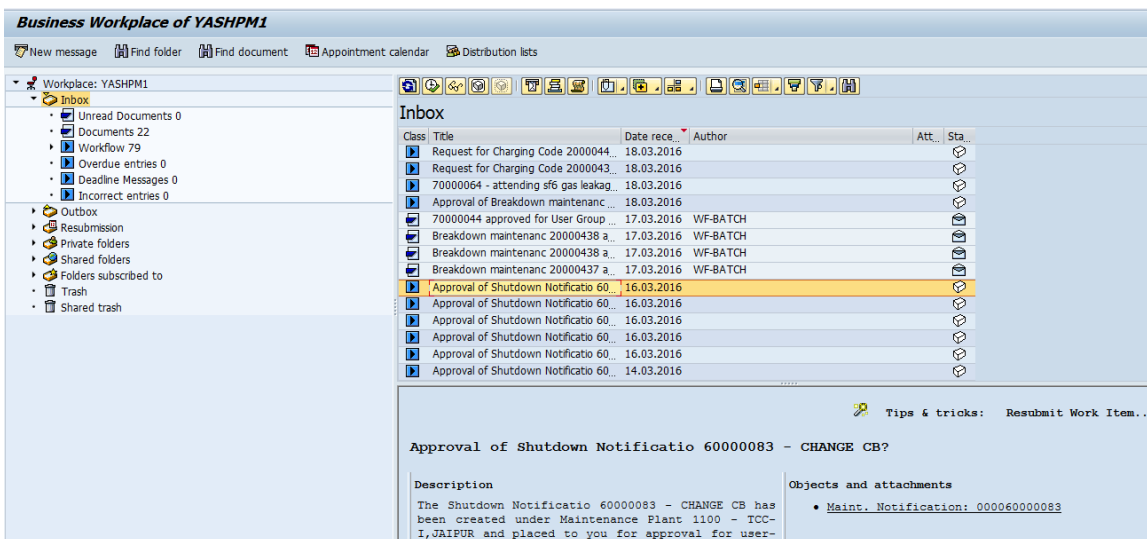
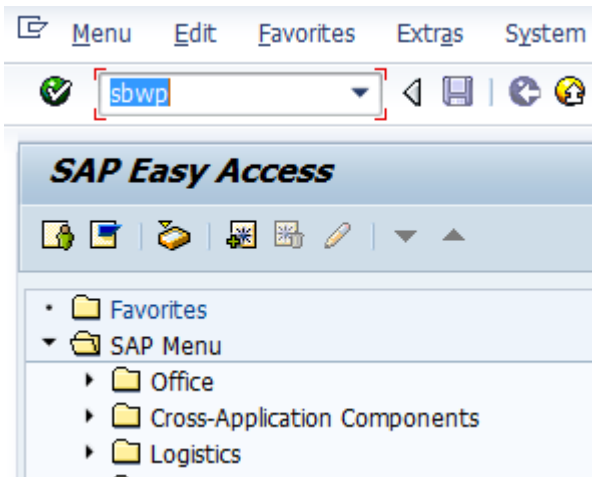
Step	Action
(1)	Double Click on Approve tab .



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



Following steps are done by SLDC cell- Approval or reject



Step	Action
(1)	The field is filled out T-code- sbwp



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



Step	Action
(1)	Double click on Approve



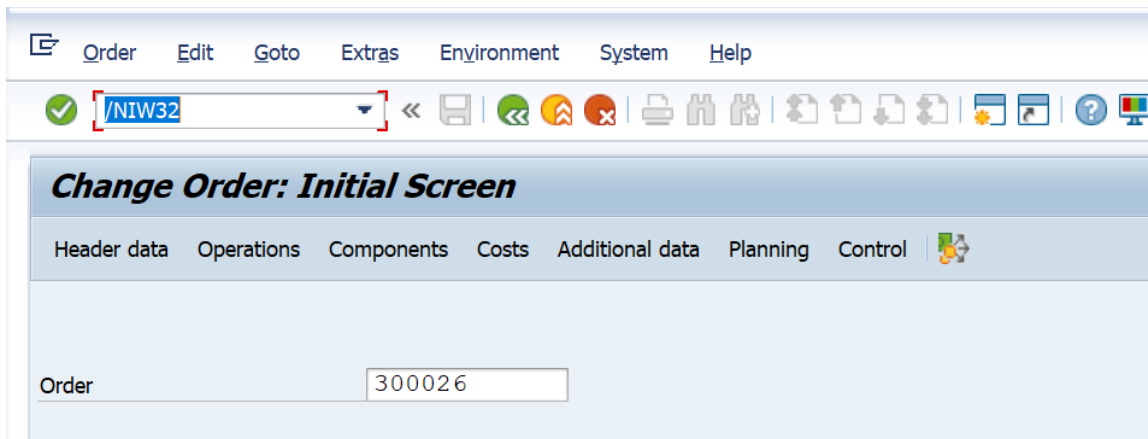
Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



GSS user will do PM activity

1.1.24. Change PM Order.

SAP Menu	<i>Logistics</i> → <i>Plant Maintenance</i> → <i>Maintenance processing</i> Order → <i>Change</i> →
Transaction code	IW32



Step	Action
(1)	After getting approval mail from SLD. Enter /NIW32(change order) to assign the permit and components.



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



Order Edit Goto Extras Environment System Help

Change Preventive Maintenance Order 300026: Central Header

Order ZM03 300026 CB Maintenance Plan

Sys.Status CRTD MANC NMAT PRC

HeaderData Operations Components Costs Objects Additional Data Location Planning Control

Person responsible

PlannerGrp M06 / 1100 GSS-Barh

Mn.wk.ctr O&M / 1100 Operation & Maintenan..

Notifctn 300000016

Costs INR

PMActType 002 Preventive maintena..

SystCond.

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

Order Edit Goto Extras Environment System Help

Change Preventive Maintenance Order 300026: Component Overview

Order ZM03 300026 CB Maintenance Plan

Sys.Status CRTD MANC NMAT PRC

HeaderData Operations Components Costs Objects Additional Data Location Planning Control

Gen. Data Purch. List Graphics Assy Repl. Catalog

Item...	Component	Description	Lo...	Reqmt Qty	UM	IC	S...	SLoc
0010	1000000008							1005
0020								

Order 300026 saved with notification 300000016

Step	Action
------	--------



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



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.

Create Breakdown Maintenance order : Operation Overview

Order: ZM02 000000000001 breakdown
Sys.Status: CRTD MANC NTUP CRTD

Set user status

HeaderData Operations Components Costs Objects Additional Data Location Planning

General	Internal	External	Dates	Act. Data	Enhancement	Ex. Factor	Catalog	
Op...	SOp	Work ctr	Plant	Co...	StTextK	S..	Operation short text	L...
0010		O&M	1100	PM01			oil replcement	
0020		O&M	1100	PM01			Motor replacemen	
0030		O&M	1100	PM01			gas kit work	
0040		O&M	1100	PM01				
0050		O&M	1100	PM01				
0060		O&M	1100	PM01				

Step	Action
(1)	Click on User status Icon.



Project – SUGAM(BSPTCL)
Preventive MaintenanceProcess
(Schedule)
End User Manual - Plant Maintenance




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



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



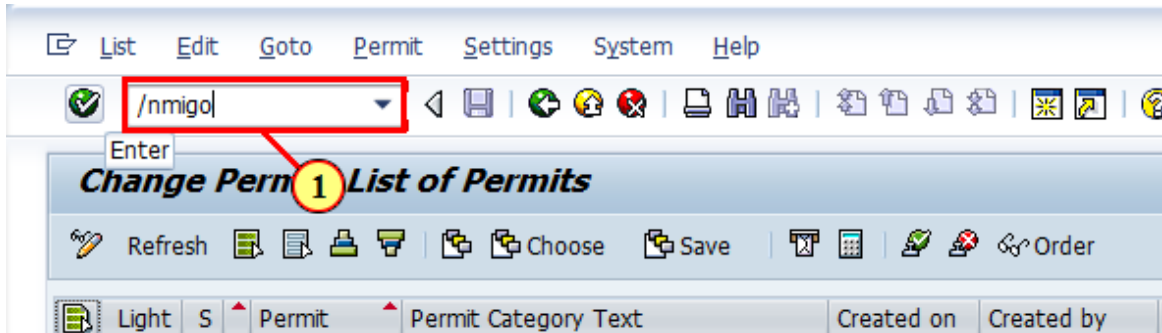
Release Maintenance Order

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

Goods Issue

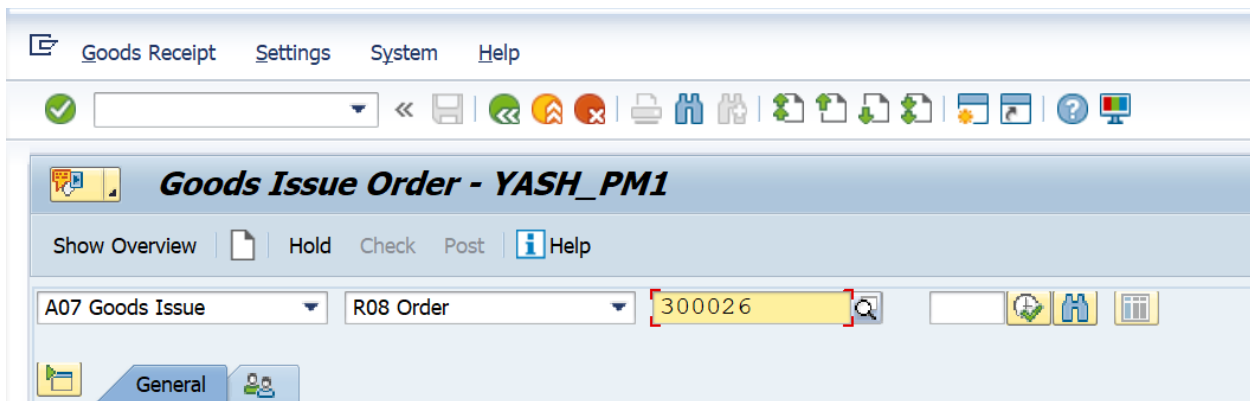
Note: Goods issue means issuing the material from GSS store to work area against Maintenance order

SAP Menu	<i>Logistics</i> → <i>Material management</i> → <i>Inventory Management</i> → <i>Goods movement</i> → 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.



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.27. Goods Issue Order

Goods Issue Order 300026 - YASH_PM1

Document Date: 08.03.2019
Posting Date: 08.03.2019
Material Slip: []
Doc.Header Text: []

Line	Mat. Short Text	W OK	Qty in UnE	EUn	SLoc	Order	Activ...	Com...
1	Power cable 2C x 6 Sq	<input type="checkbox"/>	2	KM	220KV,Sampatchk	300026	0030	1000

Movement type: 261
Stock type: Unrestricted-Use
Plant: Trans Circle Patna (1100)
Storage location: 220KV,Sampatchk (1005)

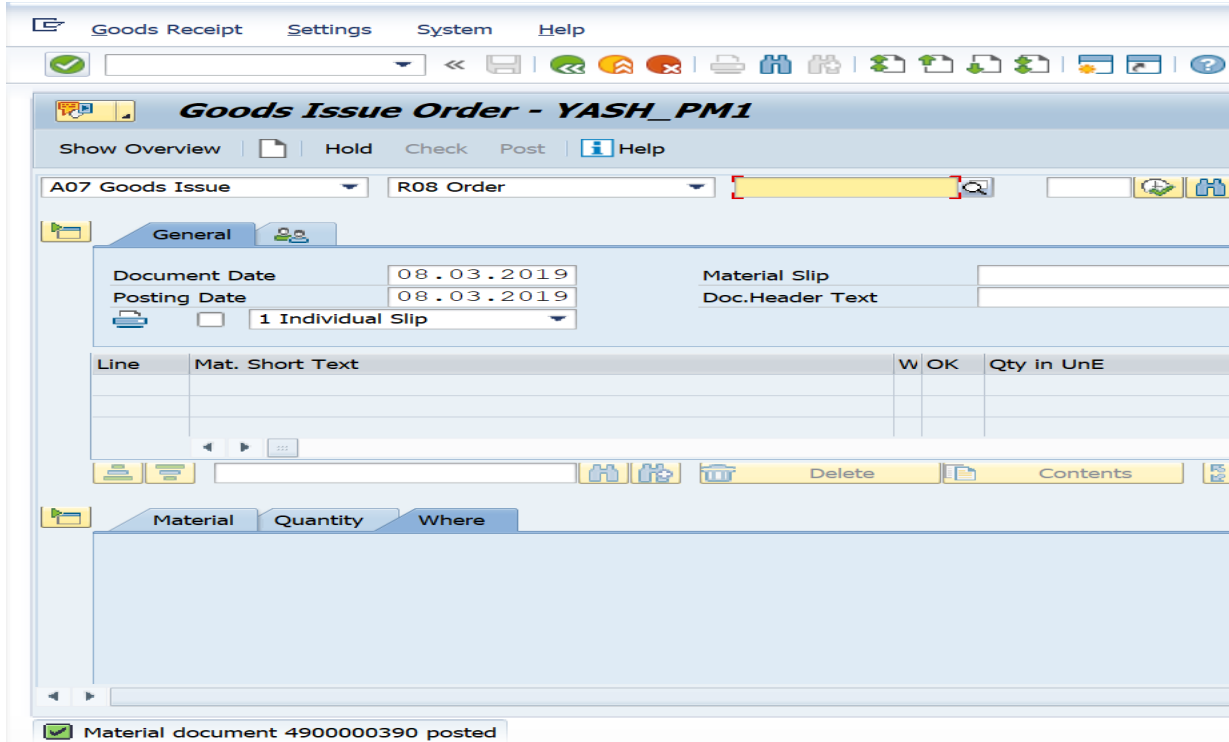
Step	Action
(1)	Select the Item ok checkbox.
(2)	Select the check button to check the MIGO if there is any errors .
(3)	Then click on the post button. Goods get issued.



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.28. Goods Issue Order



Step	Action
(1)	<input checked="" type="checkbox"/> Material document 4900000390 posted

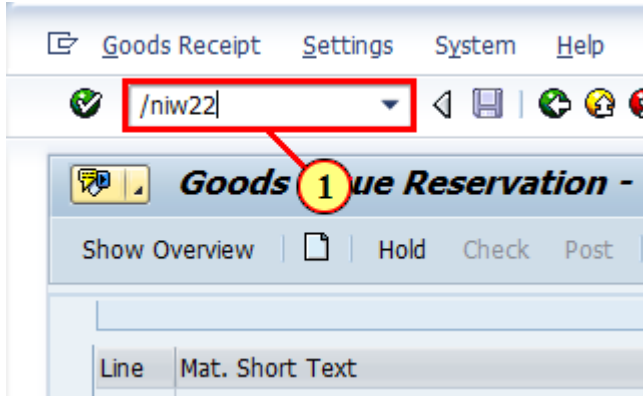
Note: Request the SLDC for Charging code.

1.1.29. Goto Change Notification

SAP Menu	Logistics → Plant maintenance → Maintenance Processing Notification Change →
Transaction code	IW22

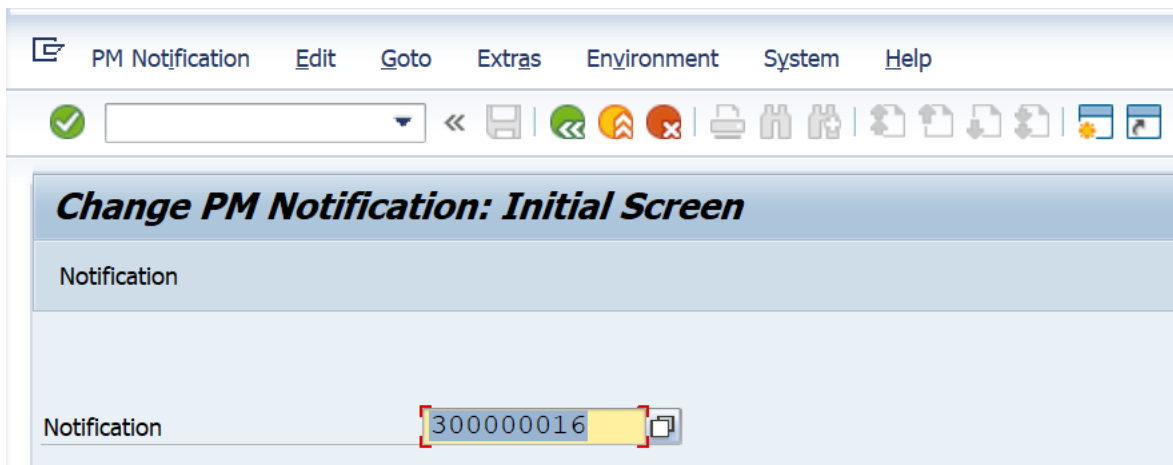


Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
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Step	Action
(1)	Enter /NIW22(T code) and press enter.

1.1.30. Change PM Notification: Initial Screen



Step	Action
(1)	Notification number.



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1.1.31. Change PM Notification: Preventive Maintenance

Change PM Notification: Preventive Maintenance

Notification: 300000016 Z3 **CB Maintenance Plan**

Notific. Status: NOPR ORAS APRL

Order: 300026

Notification Shut Down requirement Location data Malfunction, breakdown

Reference Object

Functional loc.: SS-BARH Barh Sub-station 132/33 KVA

Equipment: 10000020 cb

Assembly:

Subject

Description: CB Maintenance Plan

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

1.1.32. Set User Status

Set User Status

User Status with Status Number

X	No.	Status	StatusText
<input type="radio"/>	05	APRL	Aproval from SLDC
<input type="radio"/>	06	REJL	Reject by SLDC
<input checked="" type="radio"/>	07	RECD	Request for charging code
<input type="radio"/>	08	ARCD	Charging code issue from SLDC

User Status Without Status Number

X	Status	StatusText
<input type="checkbox"/>	INTD	Int.Mail to division office
<input type="checkbox"/>	INTP	Int.Mail to protection(T&C)
<input type="checkbox"/>	INTT	Int. Mail to Telcom cell



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.33. Change PM Notification: Shutdown Notification

Maintenance notification Edit Goto Extras Environment System Help

Change PM Notification: Preventive Maintenance

Notification: 300000016 Z3 CB Maintenance Plan

Notific. Status: NOPR ORAS RECD

Order: 300026

Notification Shut Down requirement Location data Malfunction, breakdown

Reference Object

Functional loc.: SS-BARH Barh Sub-station 132/33 KVA

Equipment: 10000020 cb

Assembly:

Step	Action
(1)	Save the Notification.



Project – SUGAM(BSPTCL)
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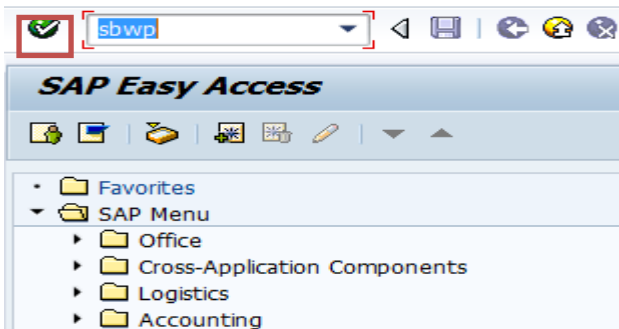


Sample Charging code issuing process

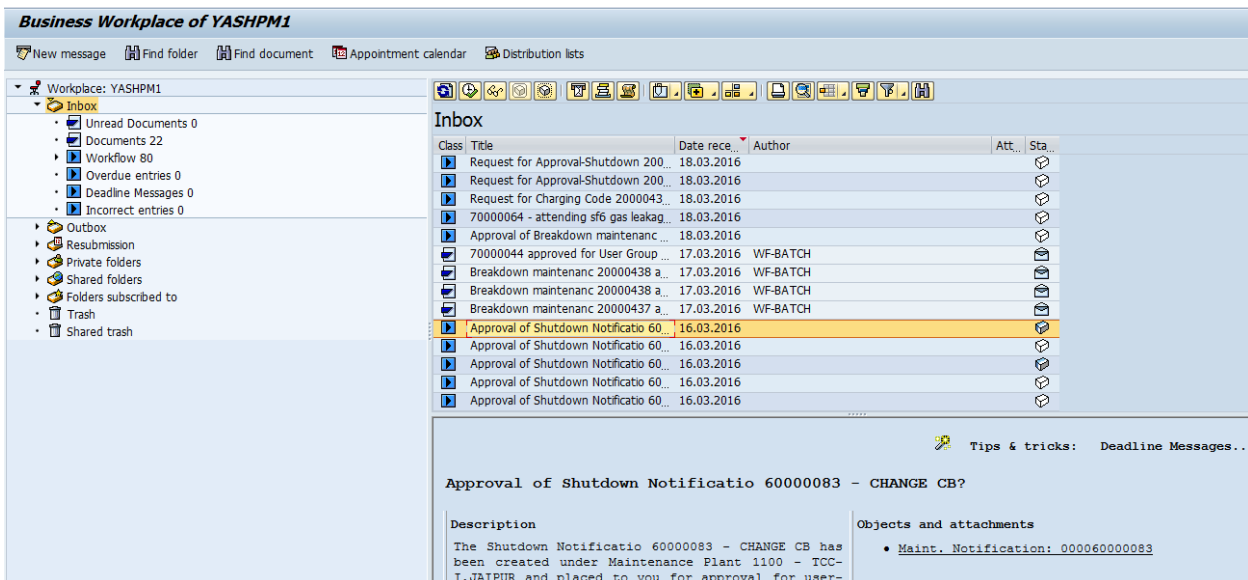
- **Note-** Request for charging code mail will be trigger to SLDC cell

SLDC cell Provide the Charging code

1.1.34. Charging code Issuing process



Step	Action
(1)	Click .





Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



60000083 - CHANGE CB

Choose one of the following alternatives

Approve

Reject

Cancel and keep work item in inbox

Description

The Shutdown Notification 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.

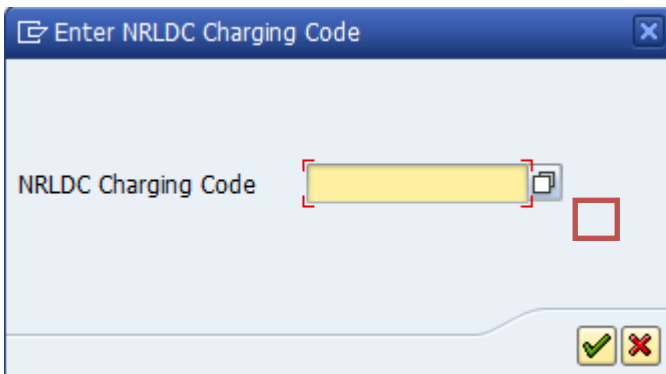
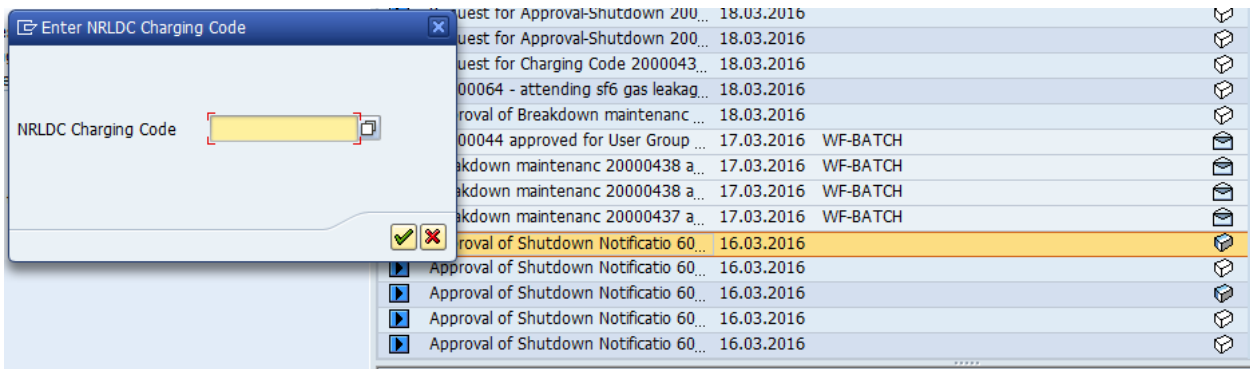
Objects and attachments


- [Maint. Notification: 000060000083](#)

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



Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



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



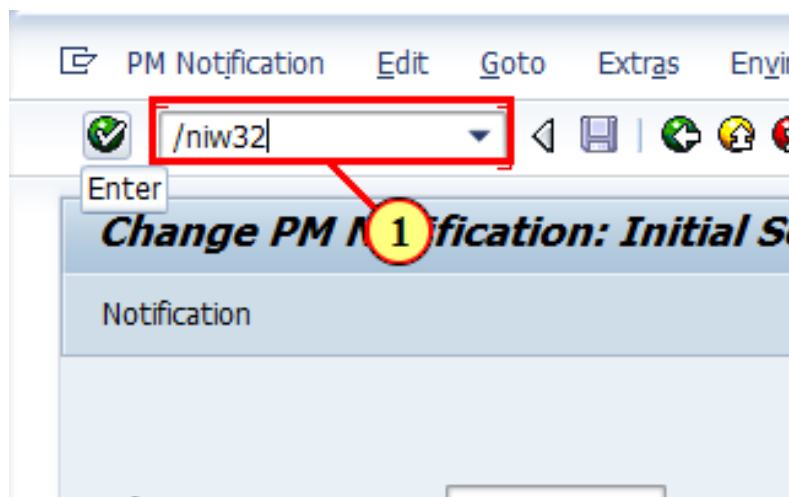
Note- After issuing charging code mail will be trigger to concern GSS.

GSS USER will do the following steps

1.1.35. Complete the Shutdown Maintenance Order

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

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



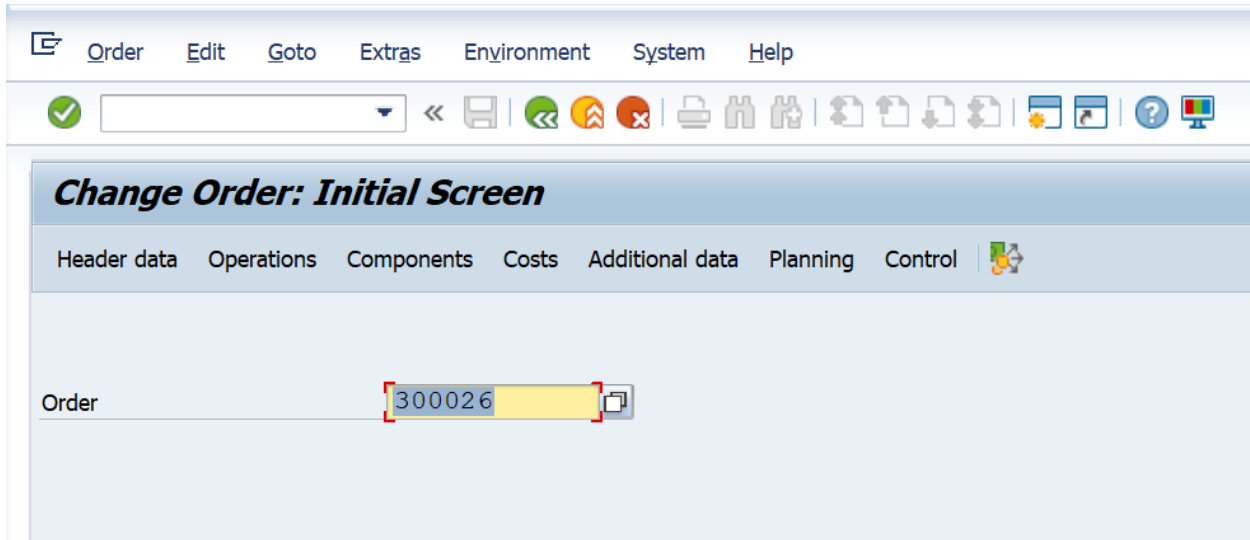
Step	Action
(1)	After getting charging code from LD, go to order for completing order Technically.



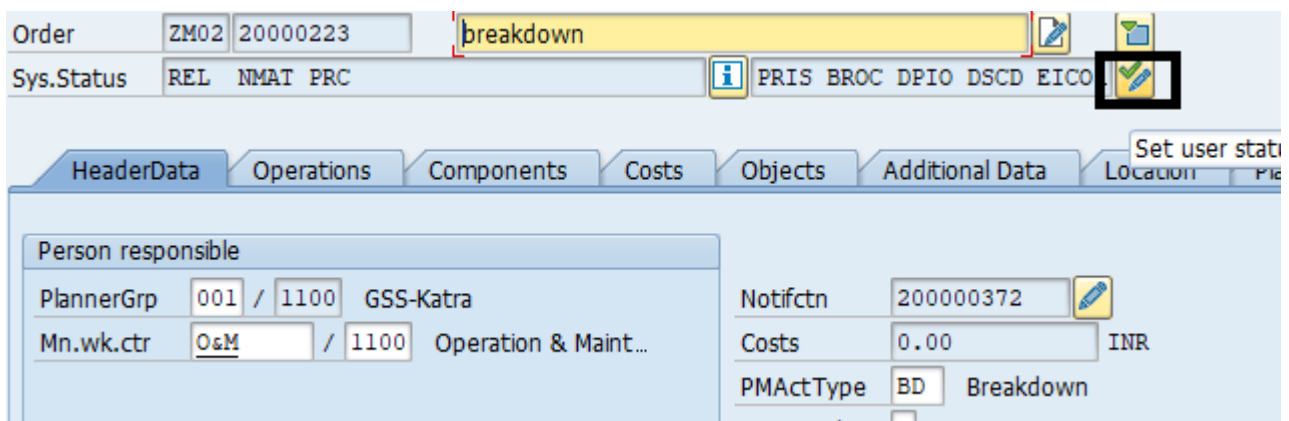
Project – SUGAM(BSPTCL)
Preventive Maintenance Process
(Schedule)
End User Manual - Plant Maintenance



1.1.36. Change Order: Initial Screen



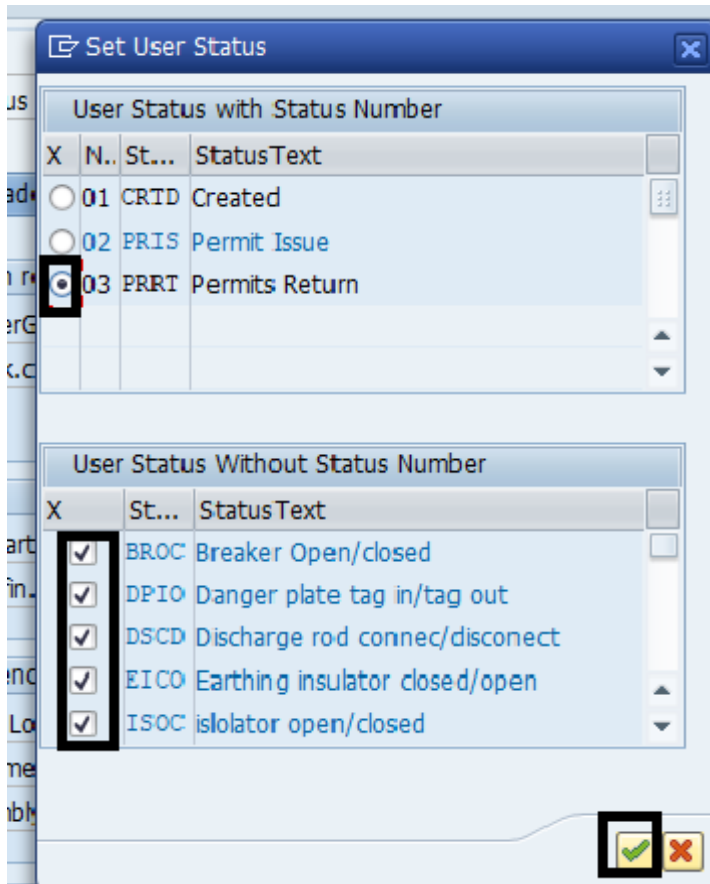
Step	Action
(1)	Using dropdown button find the order number.



Step	Action
(1)	Click on user status Icon.



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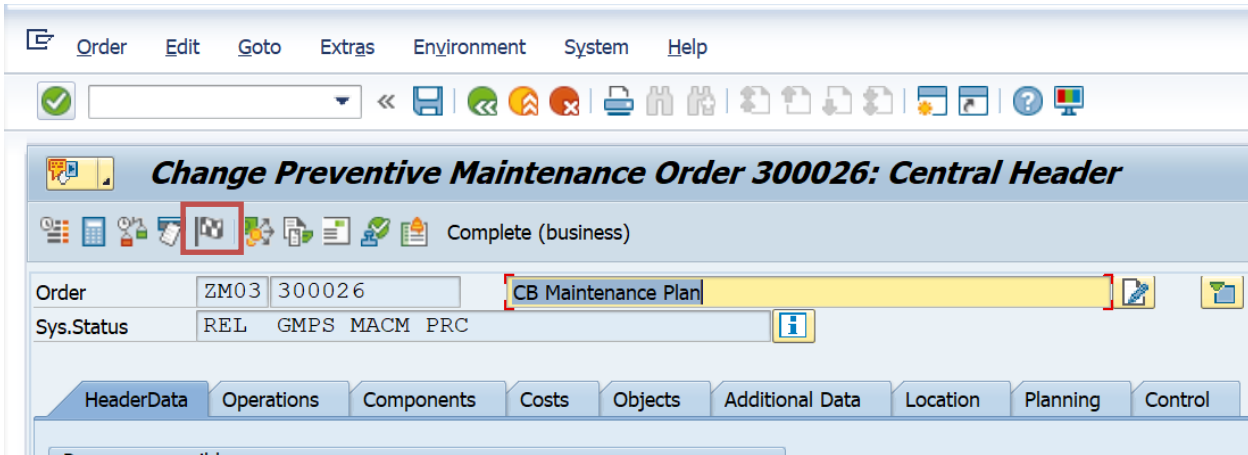
Step	Action
(1)	Set user status to Permit Return
(2)	Click On required checkbox
(3)	Click On continue icon




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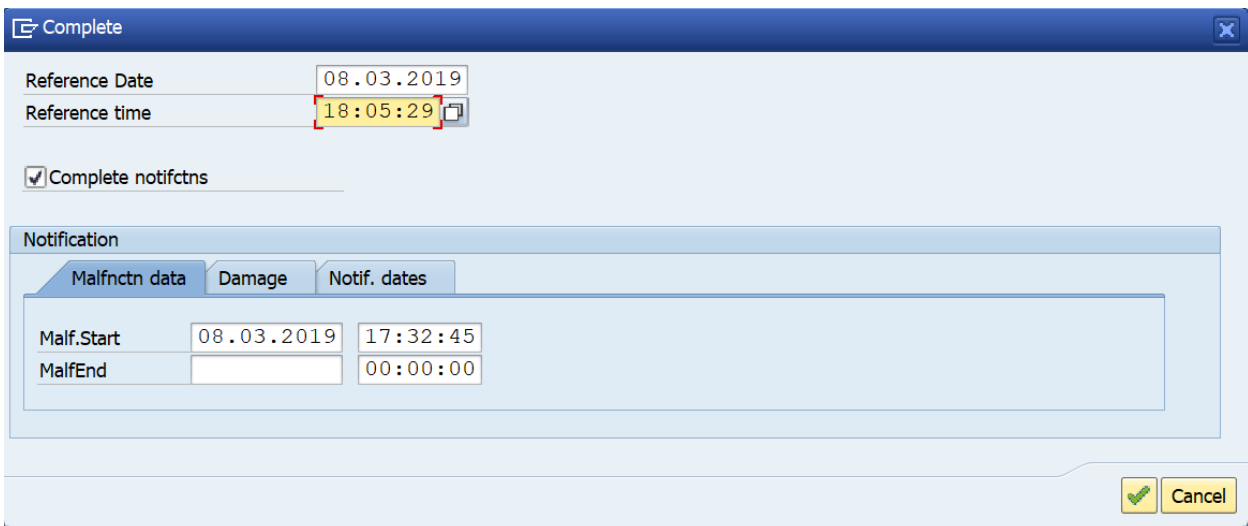



1.1.37. Change Shut down Maintenance order 600000159: Central Header



Step	Action
(1)	Click Complete (technically)  .

1.1.38. Complete



 Order 300026 saved with notification 300000016

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



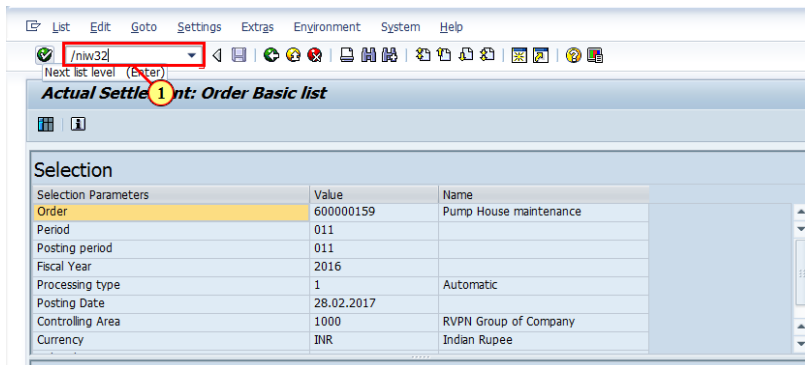
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Step	Action
(3)	Click ok.

1.1.39. Close the Preventive Maintenance Order

SAP Menu	<i>Logistics</i> → <i>Plant Maintenance</i> → <i>Maintenance processing</i> → <i>Order</i> → <i>Change</i>
Transaction code	IW32



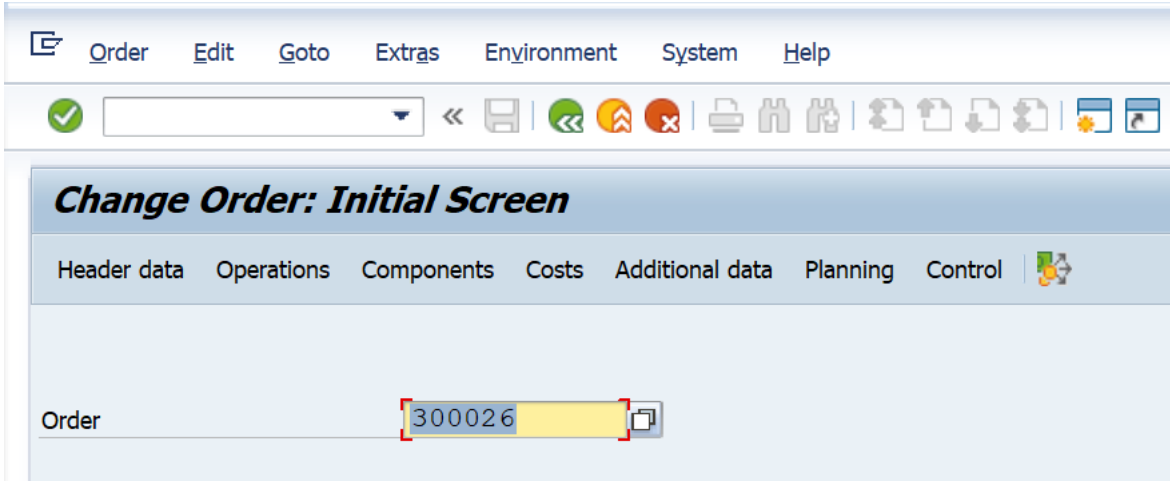
Step	Action
(1)	After completing settlement. Go to order(T code-/NIW32) to close the Maintenance order.



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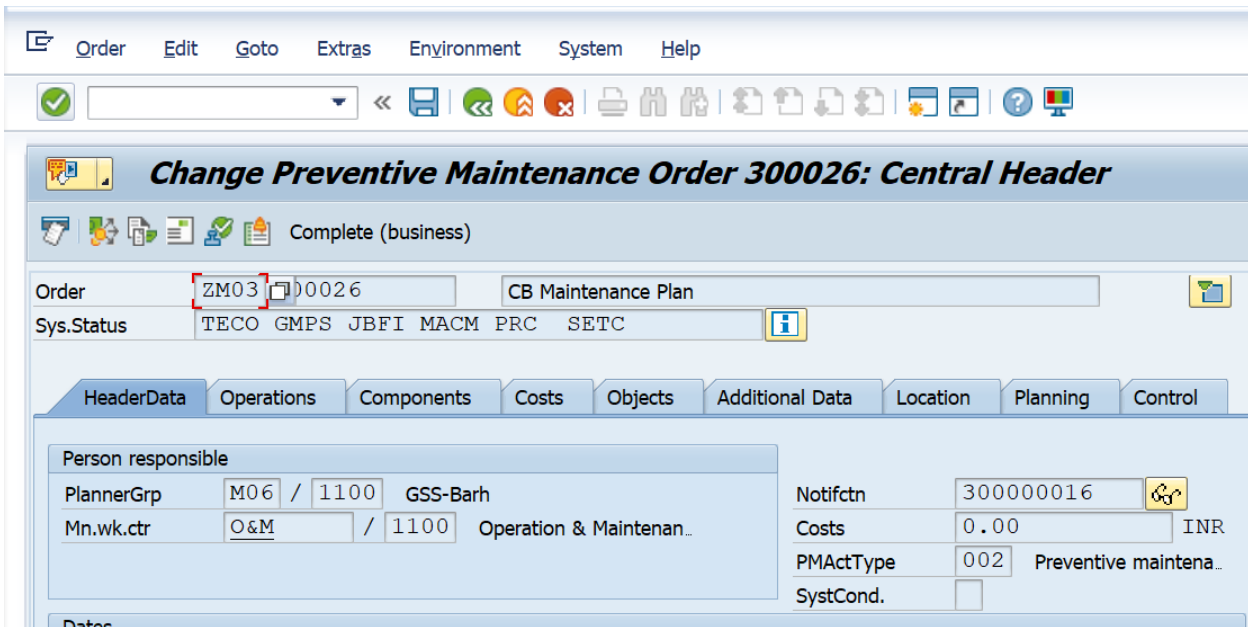


1.1.40. Close the Preventive maintenance Order: Initial Screen



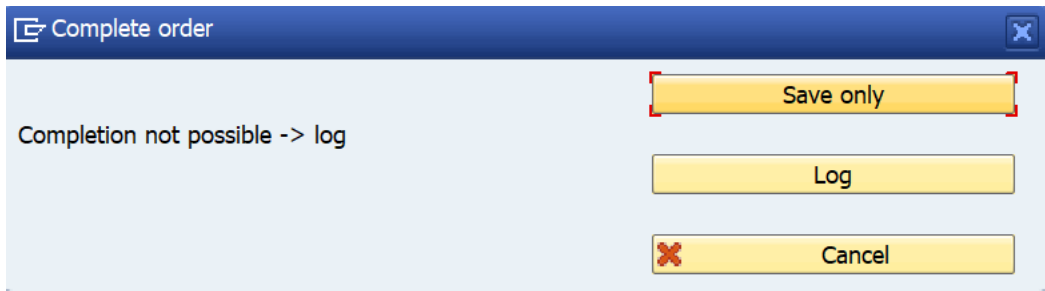
Step	Action
(1)	Maintenance Order number.

1.1.41. Close Preventive Maintenance order 300026: Central Header





Project – SUGAM(BSPTCL)
Preventive MaintenanceProcess
(Schedule)
End User Manual - Plant Maintenance



Step	Action
(1)	Click pon save only
(2)	Click Complete (business) Complete (business) .