



**Validation Session**  
Plant Maintenance  
Master Data, Processes, Motor Pool  
1/06/2009

**LaGov**

**Version 1**  
Updated: 12/11/2008



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[www.doa.louisiana.gov/ERP/index.htm](http://www.doa.louisiana.gov/ERP/index.htm)

The screenshot shows the LaGov website interface. At the top, it reads "DIVISION OF ADMINISTRATION" and "STATE OF LOUISIANA". Below this is the "LaGov" logo and the text "ENTERPRISE RESOURCE PLANNING". A navigation menu on the left includes "LAGOV ERP HOME", "ABOUT", "BLUEPRINT" (highlighted with a red box), and "REALIZATION". The main content area displays a "Welcome" message and a list of budget preparation sessions. A callout box on the right provides a detailed list of these sessions, including session titles, presentation links, and meeting minutes links.

**Budget Preparation**

- Blueprint Session: Budget Preparation, Integration & Overview (FI-FM-002/FI-BP-001)**  
[FI-FM-002/FI-BP-001 Session Presentation](#)  
[FI-FM-002/FI-BP-001 Meeting Minutes](#)
- Blueprint Session: Operating Budget Timeline (FI-BP-002)**  
[FI-BP-002 Session Presentation](#)  
[FI-BP-002 Meeting Minutes](#)
- Blueprint Session: Operating Budget - Details and Systems (FI-BP-003)**  
[FI-BP-003 Session Presentation](#)  
[FI-BP-003 Meeting Minutes](#)
- Blueprint Session: Operating Budget - Agencies Perspective (FI-BP-004)**  
[FI-BP-004 Session Presentation](#)  
[FI-BP-004 Meeting Minutes](#)
- Blueprint Session: Capital Budget - Central Perspective (FI-BP-005)**  
[FI-BP-005 Session Presentation](#)  
[FI-BP-005 Meeting Minutes](#)



# Validation Session Agenda

- Purpose
- Work Session Recap
- Master Data Design
  - Key Design Elements and Decisions
  - Changes and Challenges
  - Open Issues
  - Benefits/Improvements
  - FRICE-W objects
- To-Be Processes by Topic
  - Key Design Elements and Decisions
  - Changes and Challenges
  - Open Issues
  - Benefits/Improvements
  - FRICE-W objects
- Legacy Conversion Strategy
- Organizational Impacts
- Questions



# Purpose of Today's Validation Session

- Review and Validate the Master Data elements & FRICE-W objects
- Review & Validate Processes & FRICE-W objects for:
  - Notifications
  - Work Orders
  - Setup New Equipment
  - Preventive Maintenance
  - Outside Service Work / Service Contract
  - Pool Vehicles
  - Personal Assignment / Home Storage
- Discuss any “parking lot” and “action items” that need to be dealt with
- Review Legacy Conversion Strategy
- Questions



# Workshop Session Recap

Business Process	Workshop Codes	Goals	Work Session Date
<b>Functional Location</b>	LOG-PM-001	<ul style="list-style-type: none"> <li>▪ Define Edit Mask</li> <li>▪ Define Functional Location Hierarchy</li> </ul>	7/30/08
<b>Master Data</b>	LOG-MD-006	<ul style="list-style-type: none"> <li>▪ Define Master Data and the field requirements for:               <ul style="list-style-type: none"> <li>– Equipment</li> <li>– Measuring Points (Counters)</li> <li>– Measuring Documents</li> <li>– Classification</li> <li>– Characteristics</li> <li>– Strategy / Package</li> <li>– Task Lists</li> <li>– Maintenance Plans / Items</li> <li>– Work Centers</li> <li>– Revision</li> <li>– Permits</li> <li>– Catalog Codes</li> <li>– Bills of Material (BOMs)</li> </ul> </li> </ul>	8/19/08
<b>Notification &amp; Work Order Processing</b>	LOG-PM-002 LOG-PM-003 LOG-PM-004 LOG-PM-005	<ul style="list-style-type: none"> <li>▪ Determine Notification Process, Types &amp; Field Requirements</li> <li>▪ Determine Work Order Process, Types &amp; Field Requirements</li> <li>▪ Determine Work Order Planning &amp; Scheduling Processes</li> <li>▪ Determine Preventive Maintenance Process</li> <li>▪ Determine Time Reporting Process</li> </ul>	09/30/08 -10/02/08 & 10/07/08



# Workshop Session Recap

Business Process	Workshop Codes	Goals	Work Session Date
<b>Motor Pool Management</b>	LOG-PM-006	<ul style="list-style-type: none"><li>▪ Pool Creation &amp; Editing</li><li>▪ Reservation Process</li><li>▪ Issuing Process</li><li>▪ Return &amp; Settlement Processes</li></ul>	10/22/08
<b>Reporting</b>	LOG-PM-007	<ul style="list-style-type: none"><li>▪ Gather reporting requirements</li></ul>	10/29/08



# Master Data



## Master Data Topics

- Functional Location
- Equipment
- Measuring Points (Counters)
- Measuring Documents
- Classification
- Characteristics
- Strategy / Package
- Task Lists
- Maintenance Plans / Items
- Bill of Material (BOM)
- Work Centers
- Revision
- Permits
- Catalog Codes



# Functional Location



# Functional Location – Design Considerations

- Edit Mask for functional location design
- Master data field requirements
  - System Required
    - Description
    - Maintenance Plant
    - Company Code
    - Business Area
    - Planning Plant
    - Structure Indicator
  - Business Required
    - Cost Center
    - Planner Group
    - Maintenance Work Center
    - Catalog Profile
    - Superior Functional Location
- Functional Location Category
  - M = Technical System - Standard



# Functional Location – Design Considerations

- Planning Plant
  - Will be the same as the plant
  
- FI/CO will create:
  - Company Code
  - Business Area
  - Cost Center



# Functional Location – Key Decisions

## Edit Mask

- One edit mask defined for the State of Louisiana
- For the State of Louisiana the edit mask/ Structure Indicator is LA01 = State of Louisiana

Change View "Functional Location Structure Indicators": Details

New Entries

StrIndicator LA01

StructIndText State of Louisiana

Structure

Edit mask	XX-XXX-XXX-XXXX-XXXXXX-XS-XXXX						
HierLevels	1	2	3	4	5	6	7



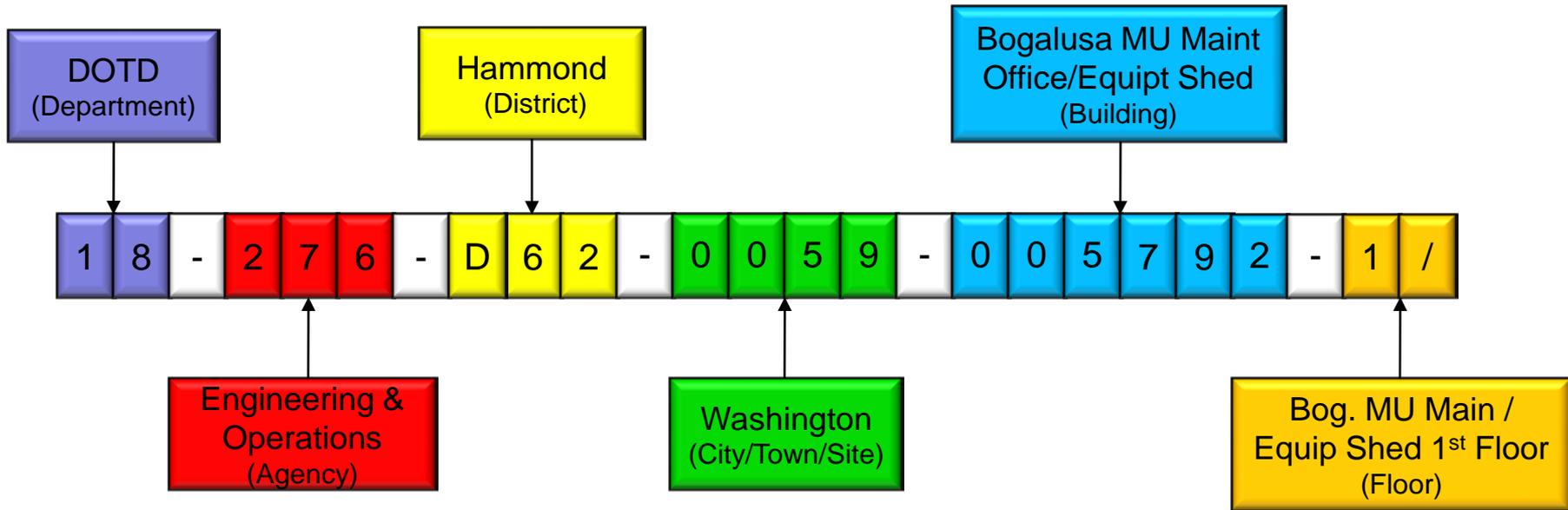
# Functional Location – Key Decisions

## Edit Mask Level Definition

- Level 1 – Department
- Level 2 – Agency
- Level 3 – Section/ Parish/Region
  - S, P, R will define if it is a Section, Parish or Region
- Level 4 – City/Town/Site
  - For fleet, some agencies will stop here
- Level 5 – Building
- Level 6 – Floor/Outside Building & Fleet Indicator
- Level 7 – Outside & Fleet Areas
  - Used for areas associated with a building but not part of the structure

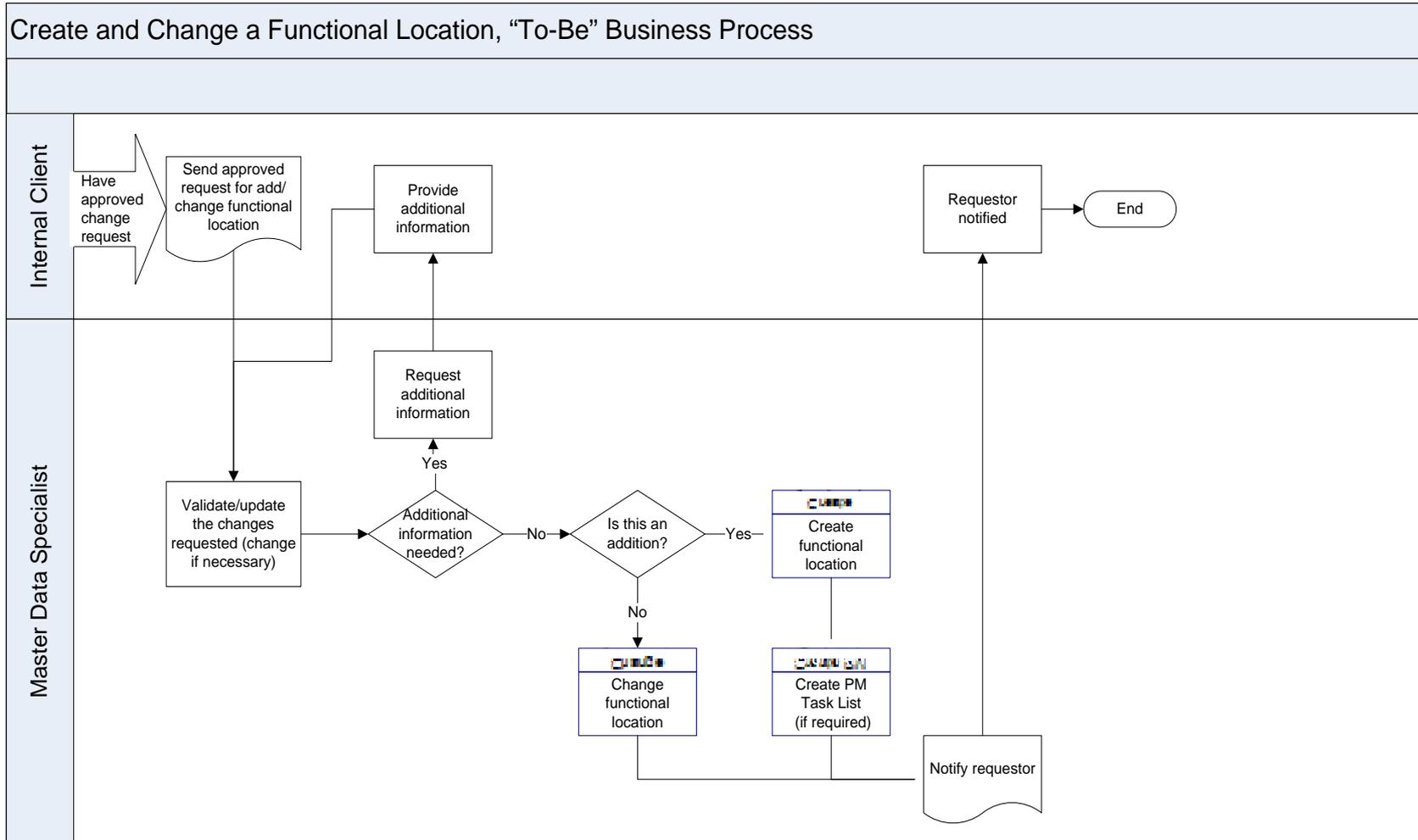


# Functional Location – Sample





# Functional Location – Flow Chart





# Master Data Topic

# Equipment



# Equipment – Design Considerations

- Equipment is installed into a Functional Location
- Equipment Categories
  - F = Fleet
  - M = Machine
- Equipment Master field requirements (F & M)
  - System Required
    - Description
    - Maintenance Plant
    - Planning Plant
    - Functional Location
  - Business Required
    - Object Type
    - Cost Center
    - Catalog Profile



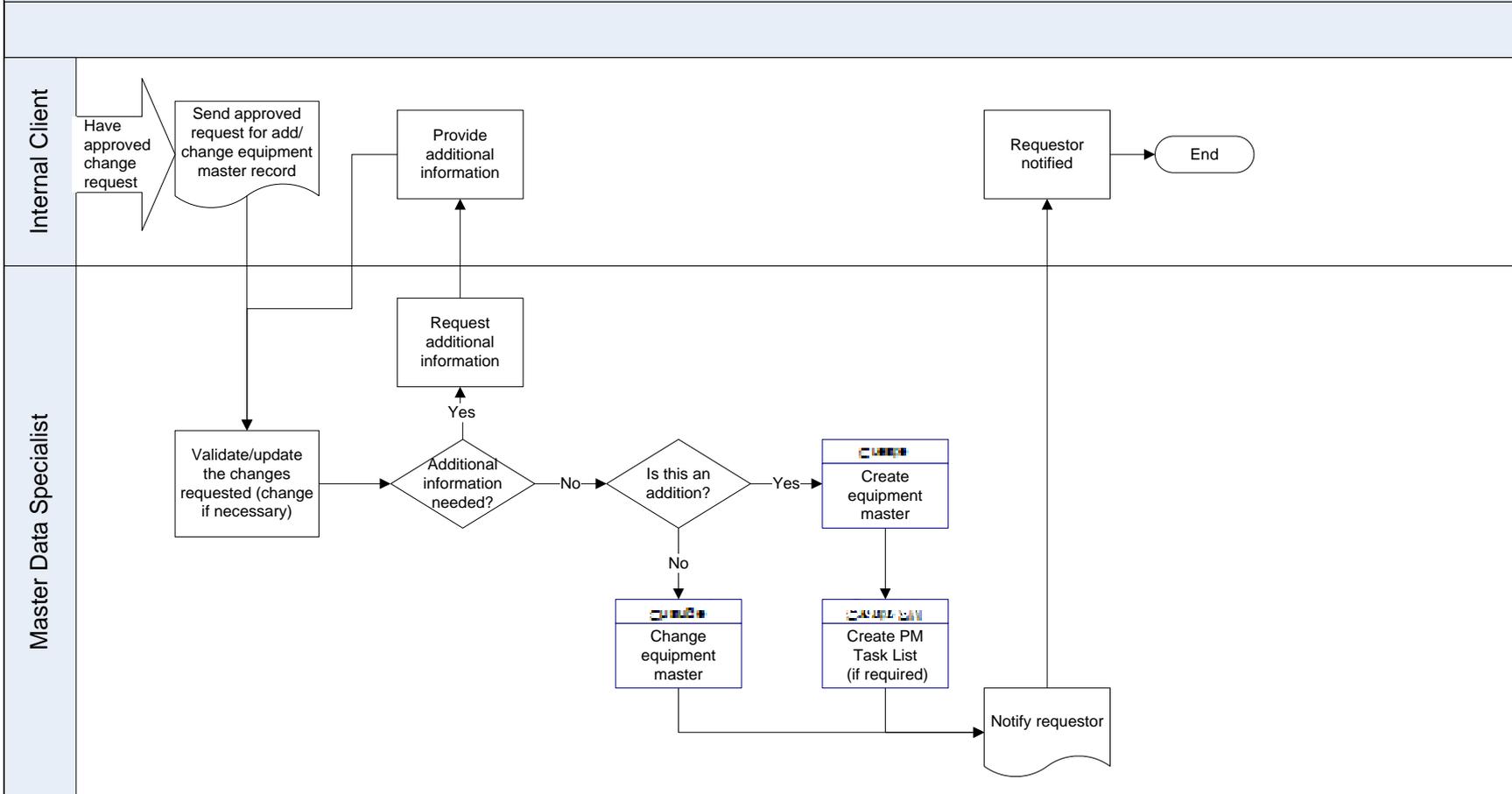
# Equipment – Design Considerations

- Additional Equipment Master field requirements for fleet (F)
  - System Required
    - Vehicle Type
  
  - Business Required
    - Fleet Object Number
    - VIN
    - Primary Fuel
      - Define fluid types
  
- Partner Function
  - Populated with the responsible party (Personal Assignment / Home Storage)
  
- Optional fields that provide defaults in Notifications & Work Orders
  - Planner Group
  - Maintenance Work Center



# Equipment – Flow Chart

Create and Change an Equipment Master Record, “To-Be” Business Process





# Measuring Points



# Measuring Points – Design Considerations

- Define what needs to be measured
  - Odometer
  - Hours
  - Fuel Usage
  
- Measuring Point field requirements
  - System Required
    - Measuring Point Object
    - Equipment / Functional Location
    - Measurement Category
    - Description
    - Decimal Places
  
  - Business Required
    - CntrOverReadg
    - Annual Estimate



# Measuring Documents



# Measuring Documents – Design Considerations

- Measuring Documents field requirements
  - System Required
    - Measuring Point
    - Measurement Date
    - Measurement Time
    - Read By
  
  - Business Required
    - Counter Reading
      - Odometer
      - Hours
      - Fuel Usage



# Classification



# Classification – Design Considerations

- Classes are created for a specific class type, i.e. the “car” class could be created for the “vehicles” class type.
  
- Classification field requirements
  - System Required
    - Class
    - Valid From
    - Description
    - Status
  
  - Business Required
    - Key Word (for search functionality)



# Classification – Key Decisions

- The class hierarchy will be no more than 2 levels.



# Characteristics



# Characteristics – Design Considerations

- In classification, characteristics describe the properties of objects. (i.e. Characteristic Fuel has the values 'gas', 'diesel', and 'propane')
- Characteristics field requirements
  - System Required
    - Characteristic
    - Valid From Date
    - Description
    - Status
    - Data Type
    - Number of Characters
    - Decimal Places
    - Unit of Measure
    - Template
    - Language
    - Description
  - Business Required
    - Values



# Strategy / Package



# Strategy / Package – Design Considerations

- A maintenance strategy defines the rules for the sequence of planned maintenance work. (i.e. Monthly)
  
- Strategy field requirements
  - System Required
    - Name
    - Description
    - Scheduling Indicator
    - Strategy Indicator
  
  - Business Required
    - None



# Strategy / Package – Design Considerations

- A maintenance package contains cycles which define when individual work should be performed (i.e. every 3 months)
  
- Package field requirements
  - System Required
    - Package Number
    - Cycle Length
    - Unit
    - Cycle Short Text
    - Hierarchy
    - Hierarchy Short Text
  
  - Business Required
    - Maintenance Cycle Text



# Task Lists



# Task Lists – Design Considerations

- Maintenance task lists describe a sequence of individual maintenance activities which must be repeatedly performed
- Task Lists are plant specific
- Task List Types
  - T = Functional Location
    - Specific to a unique functional location
  - E = Equipment
    - Specific to a unique piece of equipment
  - A = General
    - Can be used for multiple equipment or functional locations



# Task Lists – Design Considerations

- Task Lists field requirements
  - System Required
    - Functional Location Code
    - Key Date
    - Operation Activity Number
    - Work Center
    - Plant
    - Calculation Key
    - Work Percentage
    - Execution Factor



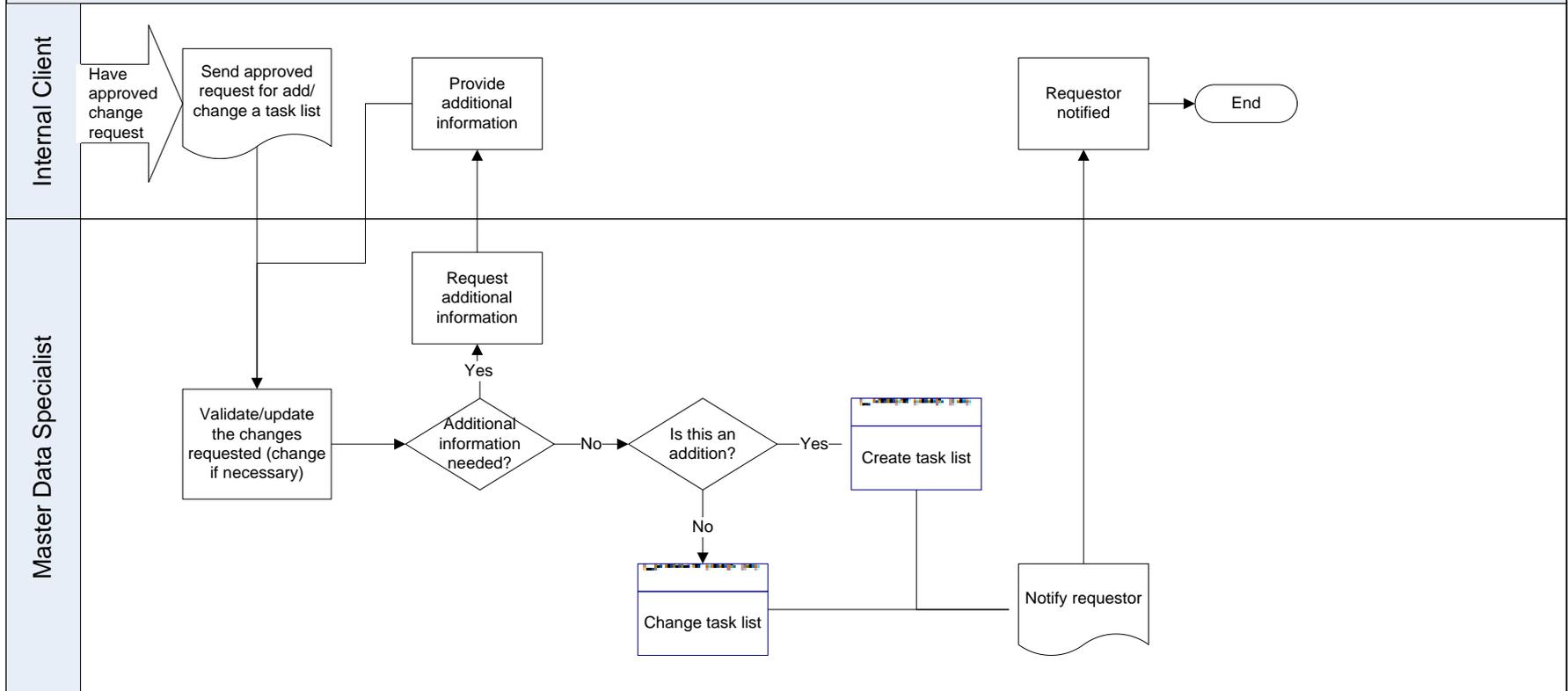
# Task Lists – Design Considerations

- Task Lists field requirements
  - Business Required
    - Work Center
    - Usage
    - Status
    - System Condition
    - Control Key
    - Operation Description
    - Operation Long Text
    - Work
    - Work Unit
    - Number
    - Duration
    - Duration Unit
    - Activity Type
    - Operation
    - Package



# Task Lists – Flow Chart

## Create and Change a Task List, “To-Be” Business Process





# Task Lists – Key Decisions

- For general task lists, SAP will generate the sequence number.



# Maintenance Plans / Items



# Maintenance Plans / Items – Design Considerations

- The maintenance plans describe the dates and scope of the tasks
- Maintenance Plan field requirements
  - System Required
    - Maintenance Plan Category
    - Maintenance Plan Strategy
    - Plan Description
    - Maintenance Item Functional Location
    - Maintenance Item Planning Plant
    - Maintenance Item Order Type
    - Maintenance Item Maintenance Work Center
    - Maintenance Item Maintenance Activity Type
    - Maintenance Item Business Area
    - Maintenance Item Task List Type
    - Maintenance Item Task List Group
    - Maintenance Item Task List Group Counter
    - Maintenance Plan Factory Calendar
    - Maintenance Plan Scheduling Indicator
    - Maintenance Plan key Date

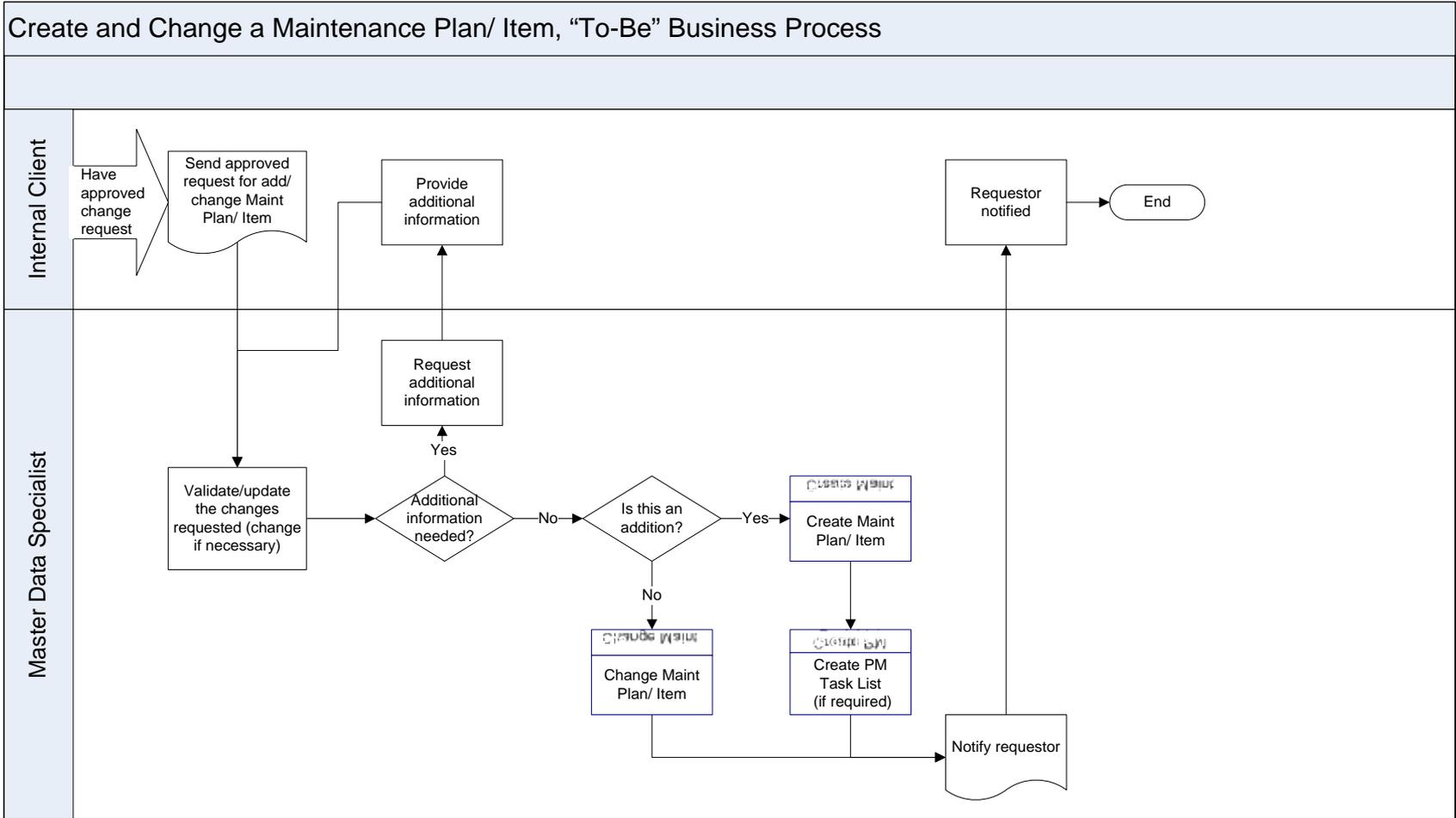


# Maintenance Plans / Items – Design Considerations

- Maintenance Plan field requirements
  - Business Required
    - Maintenance Item Description
    - Maintenance Item Planner Group
    - Maintenance Plan Call Horizon
    - Maintenance Plan Authorization Group
    - Maintenance Plan Start of Cycle



# Maintenance Plans / Items – Flow Chart





# Maintenance Plans / Items – Key Decisions

- There will be only one maintenance item assigned to a maintenance plan



## Bill of Material (BOM)

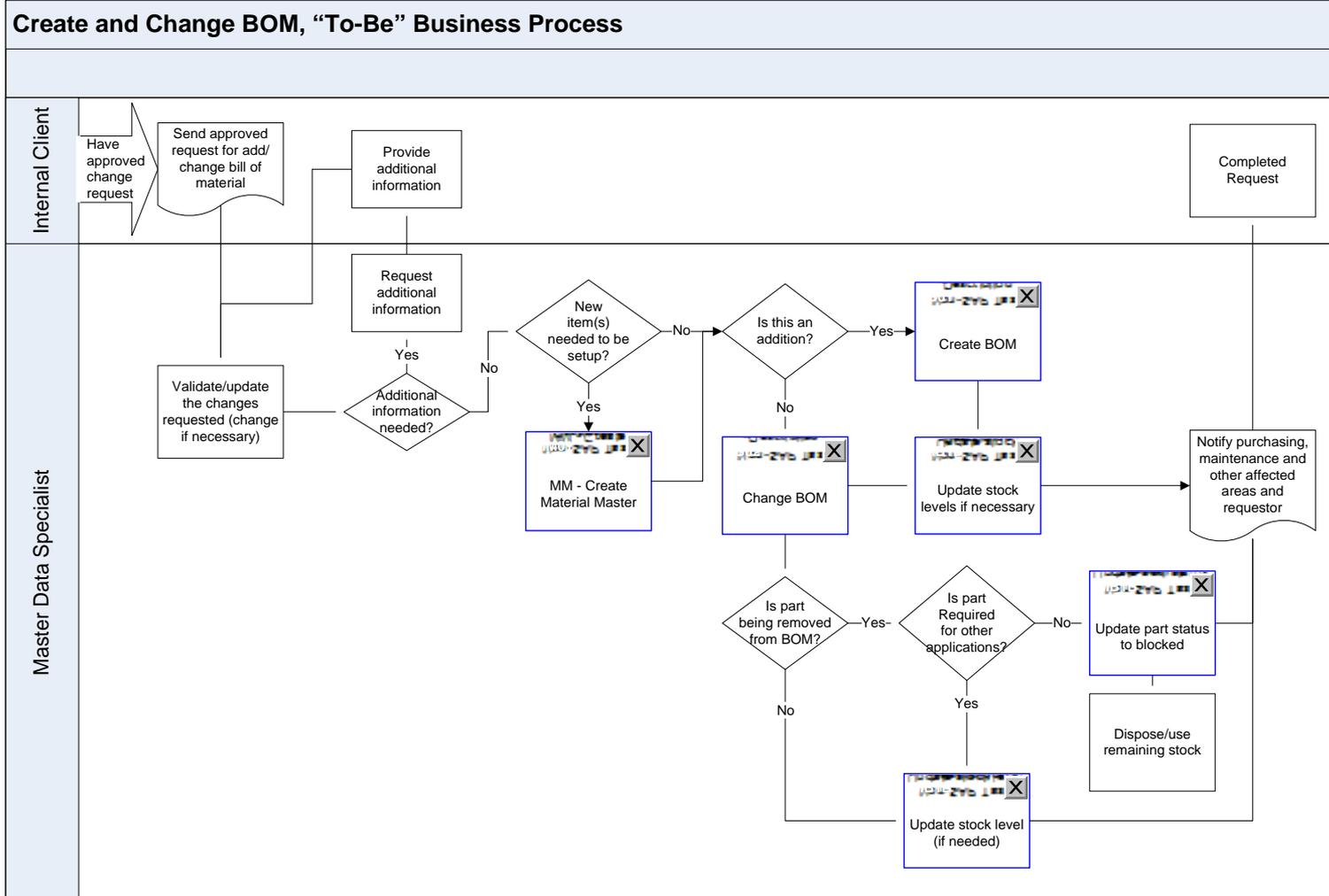


# BOM – Design Considerations

- Equipment will need to exist or be created
- MM integration - Material records will need to exist or be created
- BOM field requirements
  - System Required
    - Equipment Number
    - Plant
    - BOM Usage
    - Valid From
    - Item Number
    - Item Category
    - Quantity
    - Component Unit of Measure
    - Base Quantity
    - BOM Status
  - Business Required
    - Authorization Group



# BOM – Flow Chart





# Work Centers



# Work Centers – Design Considerations

- People will be assigned to work center via HR positions
- Work centers for Mobile Solutions device users (i.e. foreman) will have only one position assigned to it
- Equipment used for maintenance operations will be set up as work centers
- Cost Center will be the maintenance home cost center
- Activity Types with rate structure (average rate) will be created by FI/CO
  - Straight time
  - Over time
- Work Centers field requirements
  - System Required
    - Plant
    - Work Center Code/ External assignment
    - Work Center Description
    - Work Center Category
    - Control Key
    - Capacity Category



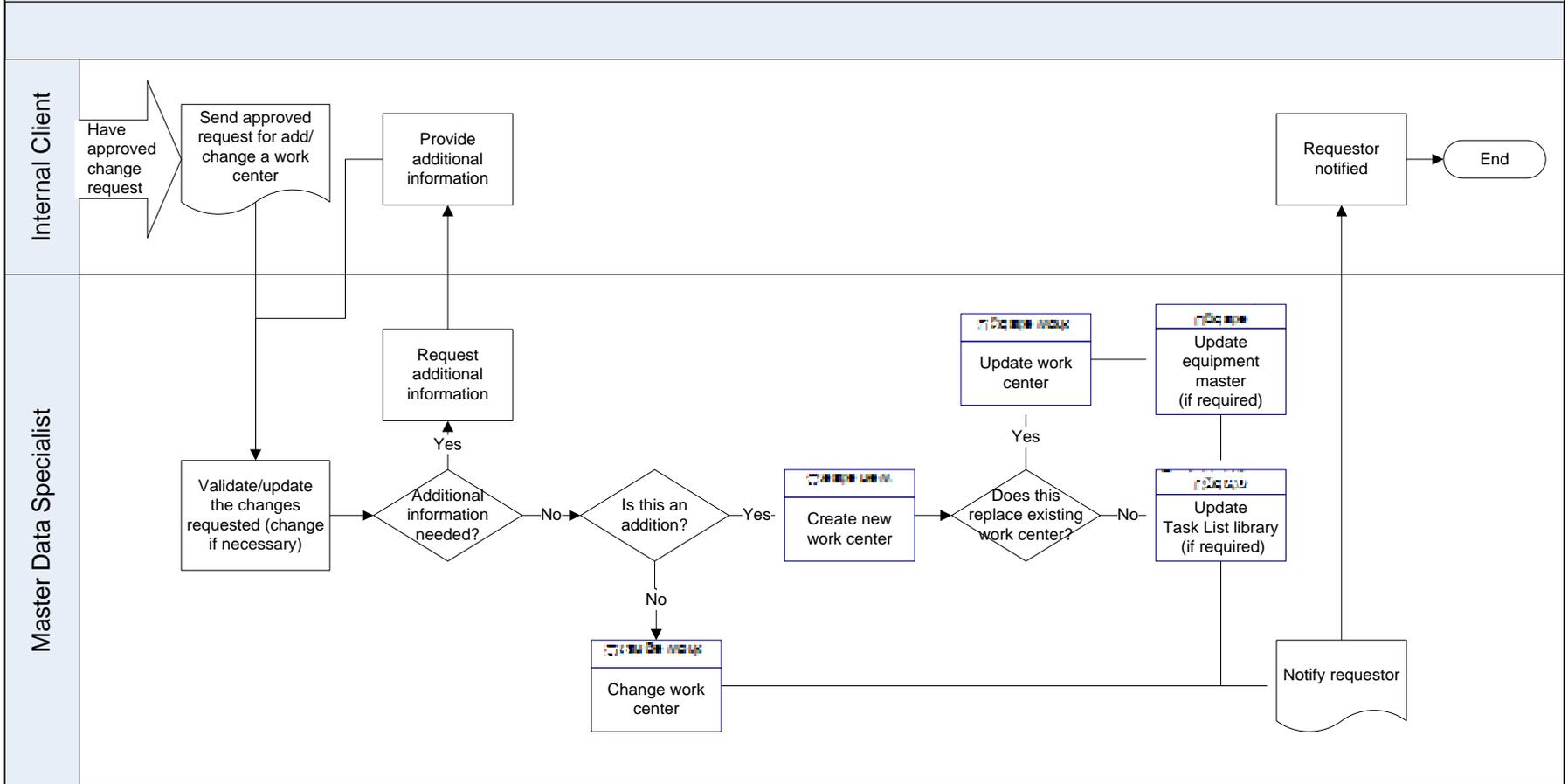
# Work Centers – Design Considerations

- Work Centers field requirements
  - Business Required
    - Usage
    - Standard Value Key
    - Other Formula
    - Capacity Planner Group
    - Factory Calendar ID
    - Base Unit of Measure
    - Capacity Utilization
    - No. of Individual Cap.
    - Capacity Unit
    - Finite Scheduling
    - Be used by several operations
    - Long Term Planning
    - Capacity Category
    - Other Formula
    - Work Dimension
    - Work Unit
    - Start Date
    - End Date
    - Controlling Area
    - Cost Center
    - ActType Int Procs



# Work Centers – Flow Chart

## Create and Change a Work Center, “To-Be” Business Process





# Master Data Topic

# Revision



# Revision – Design Considerations

- Revision can be used to group work orders for:
  - Planning purposes
  - Projects (e.g. named storms)
  
- Revision field requirements
  - System Required
    - Plant
    - Revision
    - Description
  
  - Business Required
    - Revision Complete
    - Revision Start Date
    - Revision End Date



# Master Data Topic

# Permits



# Permits – Design Considerations

- Permit Types
  - Cutting/ Welding Permit
  - Confined Space
  - Environmental
  
- Permit field requirements
  - System Required
    - Permit
    - Text
    - Category
    - Permit Class
  
  - Business Required
    - Print



# Catalog Codes



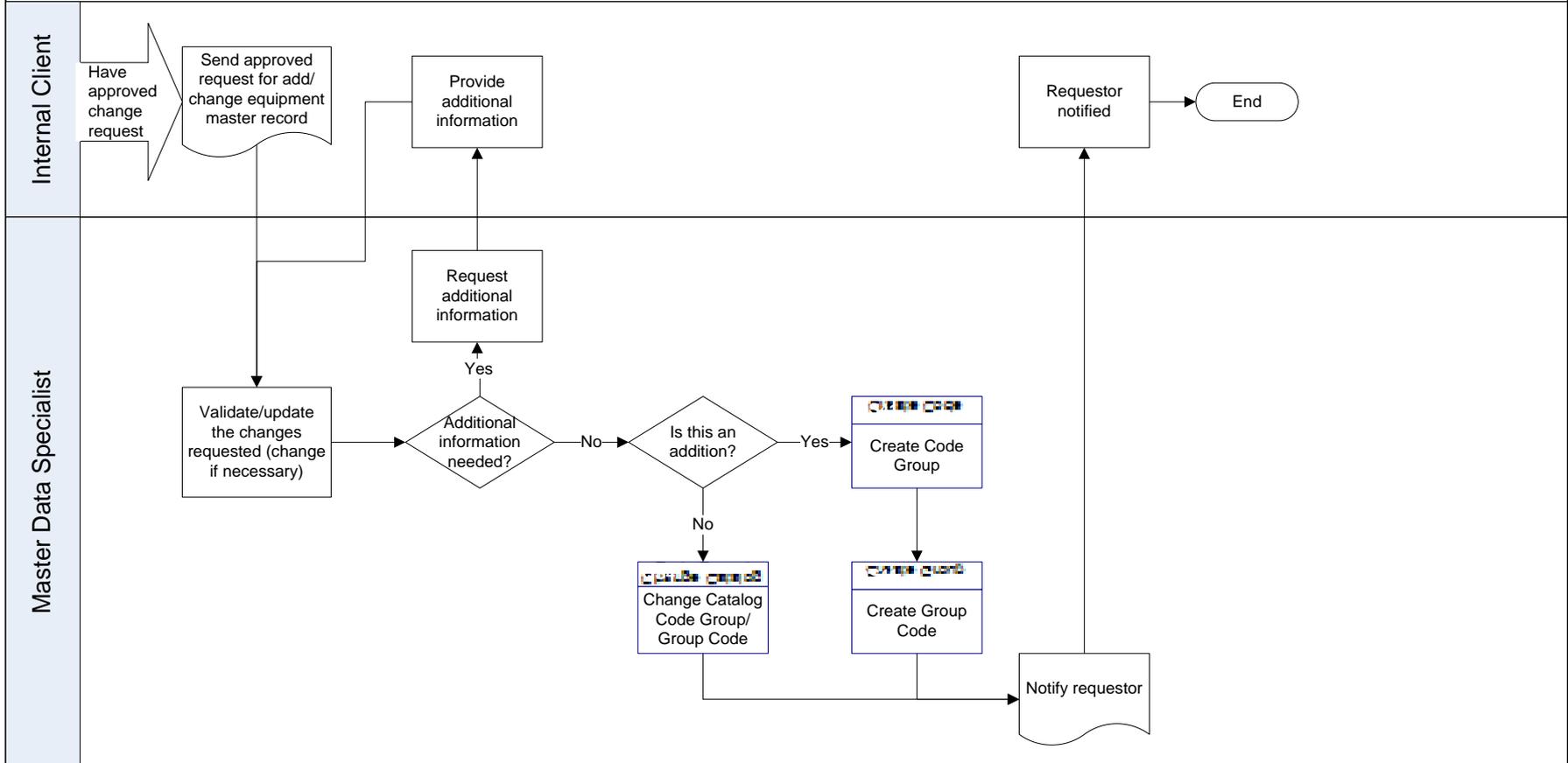
# Catalog Codes – Design Considerations

- Catalog Codes field requirements
  - System Required
    - Code Group
    - Short Text
    - Status of Code Group
    - Codes
    - Short Text for Code
    - Long Text for Code
  
- Considering possible purchase of catalog codes for fleet usage



# Catalog Codes – Flow Chart

## Create and Change Code Group/ Group Code, “To-Be” Business Process





# Master Data – Changes & Challenges

- Master Data Person to manage the master data elements.
- Determine the types of master data and at which level(s) they will be maintained (i.e. functional location data vs. equipment data)



# Master Data – Open Issues

- Need forms, permits, codes, & task lists used for work order processing from Agencies
- Need reports out of legacy systems regarding Master Data from Agencies (facilities)



# Master Data – Benefits & Improvements

- Detailed reporting
- Increased visibility of where work is done.
- Hierarchy structure to break down locations/ areas.



# Technical Objects

## Master Data - FRICE-W Objects



# Master Data - FRICE-W Objects

- Forms:
  - Create/ Change for all master data sets
  
- Reports:
  - Functional Location
    - Show Functional location hierarchy (IH01)
    - List Functional Location by Cost Center (IL05)
  
  - Equipment
    - Equipment by Cost Center (IE37)
    - Equipments by Class (IE37)
    - Equipments by User Status (IE37)
    - MPG Exception Report (IE37)
    - Vehicles Less than 15000 mi (IE37)
    - Vehicle Assignment (PAM03)
    - Vehicle Maintenance Detail (IK17)
    - Vehicle Mileage Report (IE37)
    - Vehicle Type (IE37)
    - Fleet Data (IE37)



# Master Data - FRICE-W Objects

- Reports cont. :
  - Measuring Point
    - Equipment Measuring Point List (IK08)
  - Measurement Document
    - Equipment Measurement Document List (IK18)
  - Classification
    - Equipment by Class (CL31)
    - Material by Class (CL31)
  - Characteristic
    - Characteristic by Class Type (CL02 & CL6A)
    - Characteristic by Equipment (CL30N & CL31)
  - Strategy / Package
    - Strategy where used (IP14)
    - Package Sequence (IP13)



# Master Data - FRICE-W Objects

- Reports cont.:
  - Task Lists
    - Task List by Functional Location (IA08)
    - Task List by Equipment (IA08)
    - Task List by Description (General) (IA08)
  
  - Maintenance Plans / Item
    - Maintenance Plans by Strategy (IP17)
    - Maintenance Plans by Measuring Point (IP17)
    - Maintenance Plans by Status (IP17)
    - Maintenance Plan Costing (IP17)
    - Maintenance Items by Order Type (IP17)
    - Maintenance Items by Strategy (IP17)
    - Maintenance Items by Planner Group (IP17)
    - Maintenance Items by Business Area (IP17)
    - Maintenance Item by Functional Location (IP17)
    - Maintenance Items by Equipment (IP17)
    - Maintenance Items by Work Center (IP17)
    - Maintenance Items by Cost Center (IP17)
    - Maintenance Items by Task List (IP17)



# Master Data - FRICE-W Objects

- Reports cont.:
  - Bill of Material
    - Functional Location BOM Structural Display (IH12)
    - Equipment BOM Structural Display (IH04)
    - Material BOM Structural Display (IH05)
  - Work Center
    - Work orders by work center (IW38)
  - Revision
    - Work Order by Revision (IW38)
  - Permits
    - Work Order by Permit (IPM2)
  - Catalog Codes
    - Notification by Codes (MCI5)



# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - Functional Location, Measuring Points, Work Centers, Classification, Characteristics, BOM
    - Will use spreadsheet to create master data and use conversion program in SAP (LSMW)
  
  - Equipment, Task Lists
    - Will extract relevant data from applicable legacy systems and use a spreadsheet to prepare master data and use conversion program in SAP (LSMW)
  
- Enhancements:
  - None
  
- Workflow:
  - None



# Notification Processing



# Notification Processing – Design Considerations

- Required Fields
  - Description
  - Functional Location
  - Reported By
  - Subject Code
    - ENVM - Environmental
    - NRML - Normal Maintenance
    - SAFY - Safety
  - Priority
    - 1 - Very High (Same Day)
    - 2 - High (Next Day)
    - 3 - Medium (3-10 Days)
    - 4 - Low (11 Days & >)
    - 5 - Preventive Maintenance (For M6 Notification Type)



# Notification Processing – Design Considerations

- Notification Types
  - M1 - Maintenance Notification
  - M3 - Activity Report
  - M4 - Personal Assignment and Home Storage
  - M5 - Controlled Asset Tracking
  - M6 - Fleet Reporting (Non-accounting Agencies)
  - MF - Pool Asset Management
  
- User Status
  - REJT – Rejected
  - DUPL - Duplicate
  - UNDR - Under Review
  - ASCR - Asset Created (For M5 Notification Type)
  - ASTR - Asset Transfer – Send or Received (For M5 Notification Type)
  - ASRE - Asset Retired (For M5 Notification Type)
  - ASRJ - Asset Rejected (For M5 Notification Type)

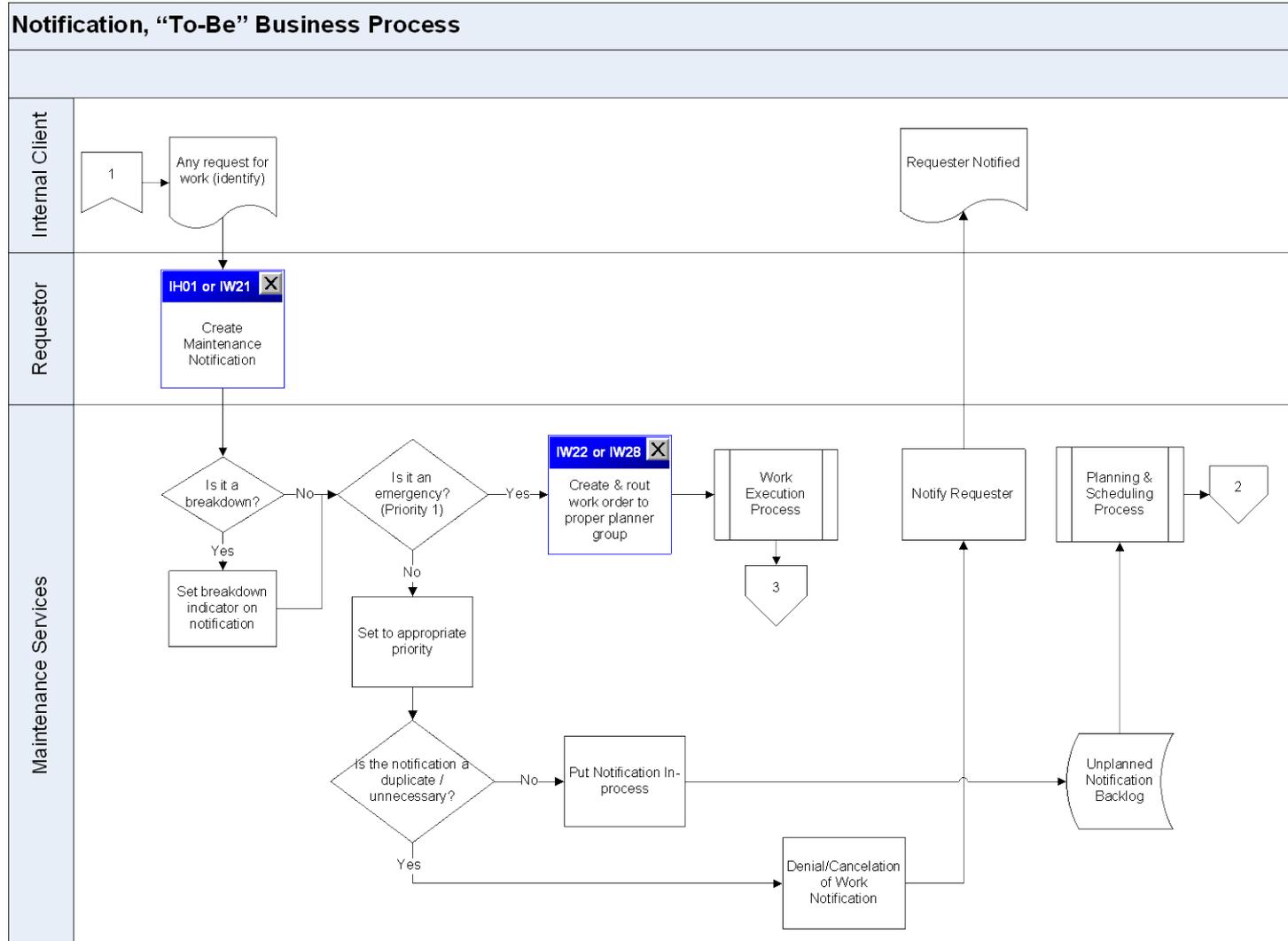


# Notification Processing – Open Issues

- Agencies have non-state employees with logins to various system (i.e. DPS has inmates using Faster & Facility Wizard Software for work order processing)



# Notification Processing – Flow Chart(s)





# Notification Processing – Changes & Challenges

- Process Change: Currently the State of Louisiana does not use notifications.



# Notification Processing – Benefits & Improvements

- The introduction of notifications will allow the Departments / Agencies the ability to push the notification process out to specific users instead of at a central location.



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - OSB – Work Evaluation
  - Activity Report - Activity Report Shop Paper
  - Breakdown Report - Breakdown Report Shop Paper
  - Notification Overview - Notification Overview Shop Paper
  
- Reports:
  - Blind audit report for Controlled Asset Tracking
  - Ad hoc reports via transaction IW28
    - Notification by Planner Group
    - Notifications By Priority
    - Notifications By Work Center
    - Notifications by Functional Location
    - Notification by failure Codes
    - Notifications by User Status
    - Etc.



# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - None



# Work Orders



# Work Orders – Design Considerations

- Required Fields
  - Description
  - Maintenance Work Center
    - Developed by agencies
  - Maintenance Activity Types
    - 001 - Inspection (PM01& PM02)
    - 002 - Preventive Maintenance (PM02 Default)
    - 003 - Refurbishment (PM01)
    - 004 - Warranty Case (PM01)
    - 005 - Insurance Case (PM01)
    - 006 - Repair (PM01)
    - 007 - Safety (PM01)
    - 008 - Modification (PM01)
    - 009 - Environmental
    - 010 - Storm (PM01)
  - Functional Location



# Work Orders – Design Considerations

- Required Fields cont.
  - Planner Group
    - Developed by agencies
  
  - Priority
    - 1 - Very High (Same Day)
    - 2 - High (Next Day)
    - 3 - Medium (3-10 Days)
    - 4 - Low (11 Days & >)
  
- Control Keys
  - PM01 - Plant Maintenance , Internal
  - PM02 - Plant Maintenance , External
  - PM03 - Plant Maintenance , External (Services)

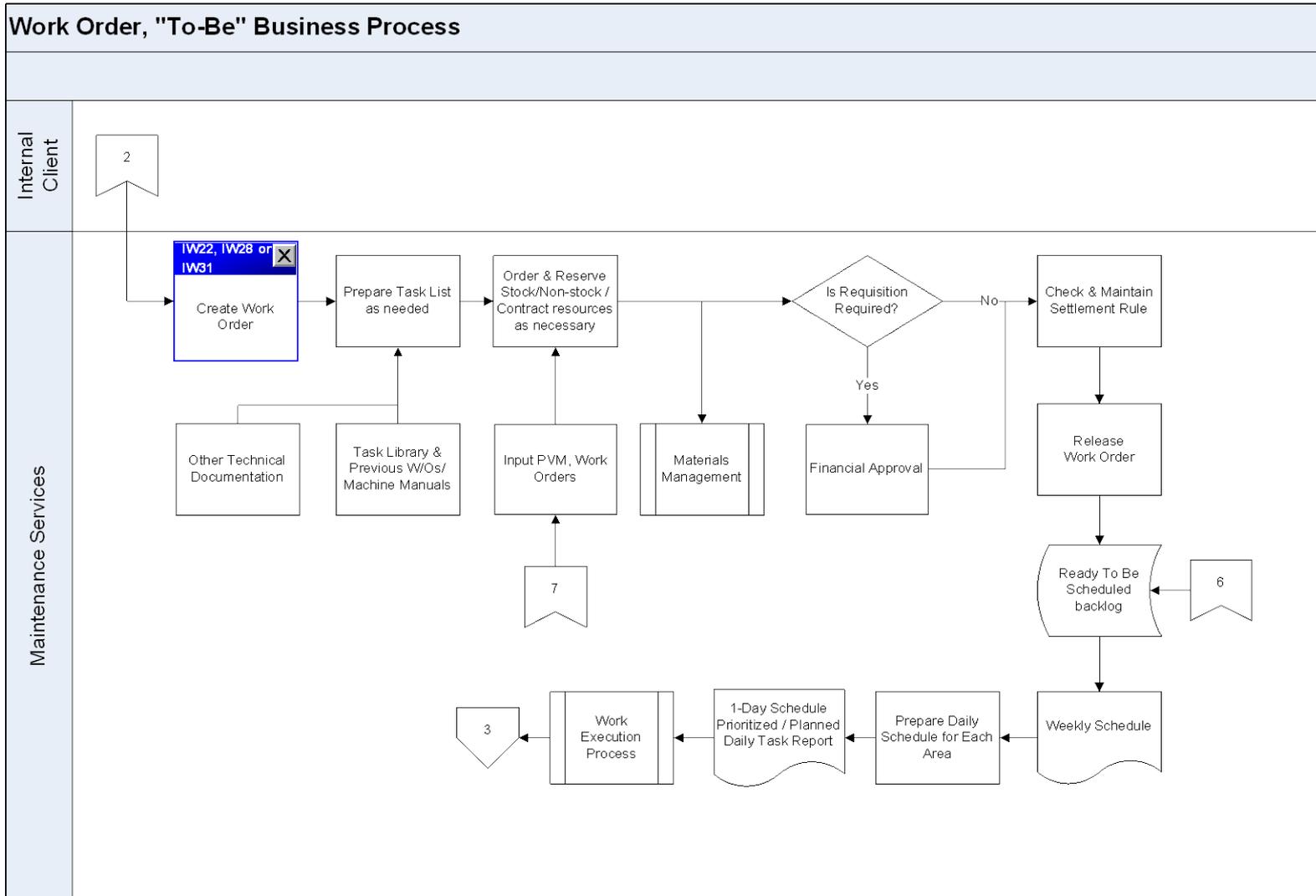


# Work Orders – Design Considerations

- Work Order Types
  - PM01 - Repair Maintenance
  - PM02 - Preventive Maintenance
  - PM03 - Capital Work Order
  - PMAG - Agile Work Order Interface (Under Evaluation - Used by Agile Only)
  
- User Status
  - CRTD - Created
  - HOLD - Hold for Parts
  - REDY - Ready to Schedule
  - REJT - Rejected
  - SCHED - Scheduled
  - WAIT - Waiting for Approval
  - WRTY - Warranty Repair
  - VEND - Vendor Repair
  
- System Condition
  - 0 – Not in operation
  - 1 – In operation

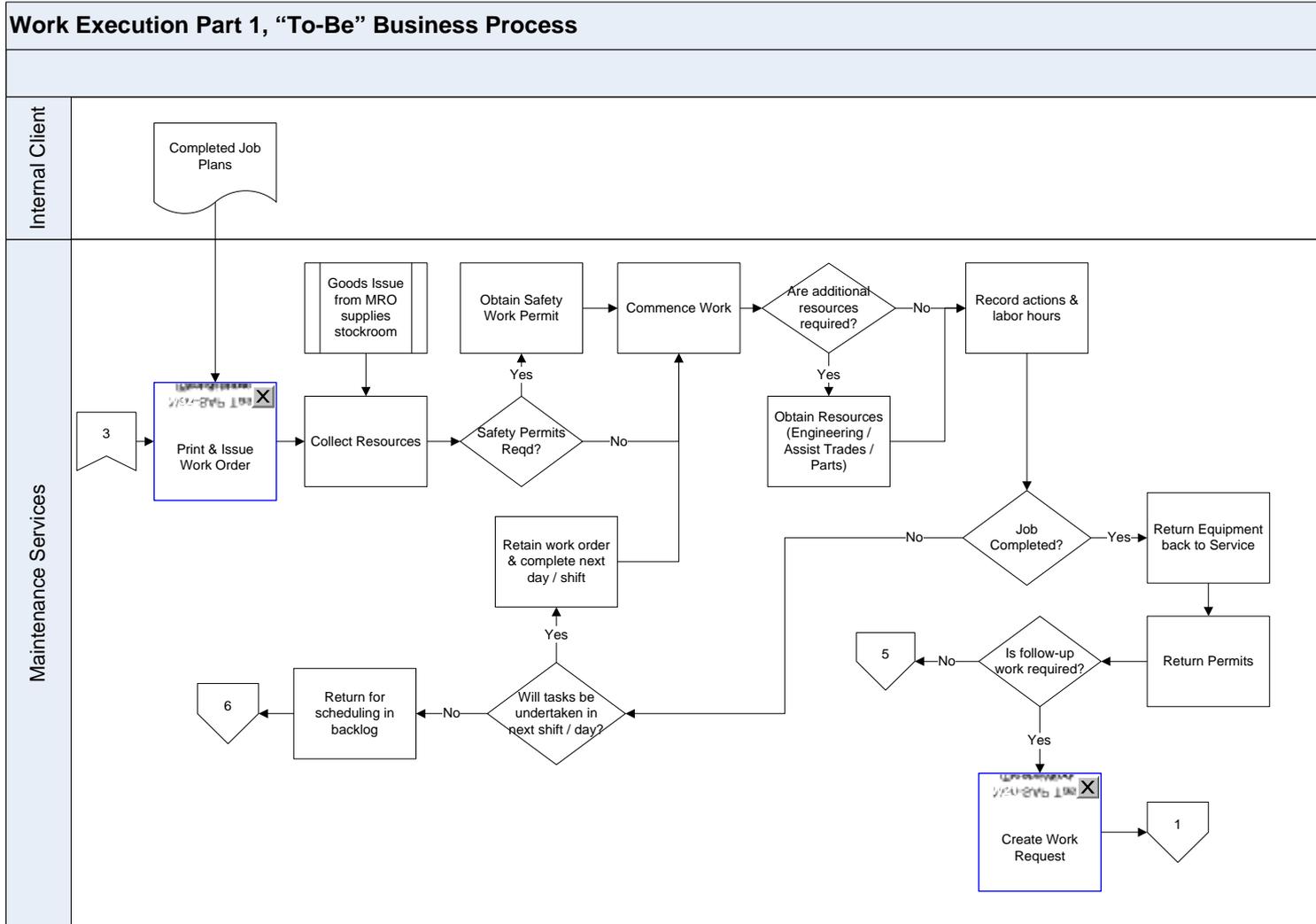


# Work Orders – Flow Chart(s)



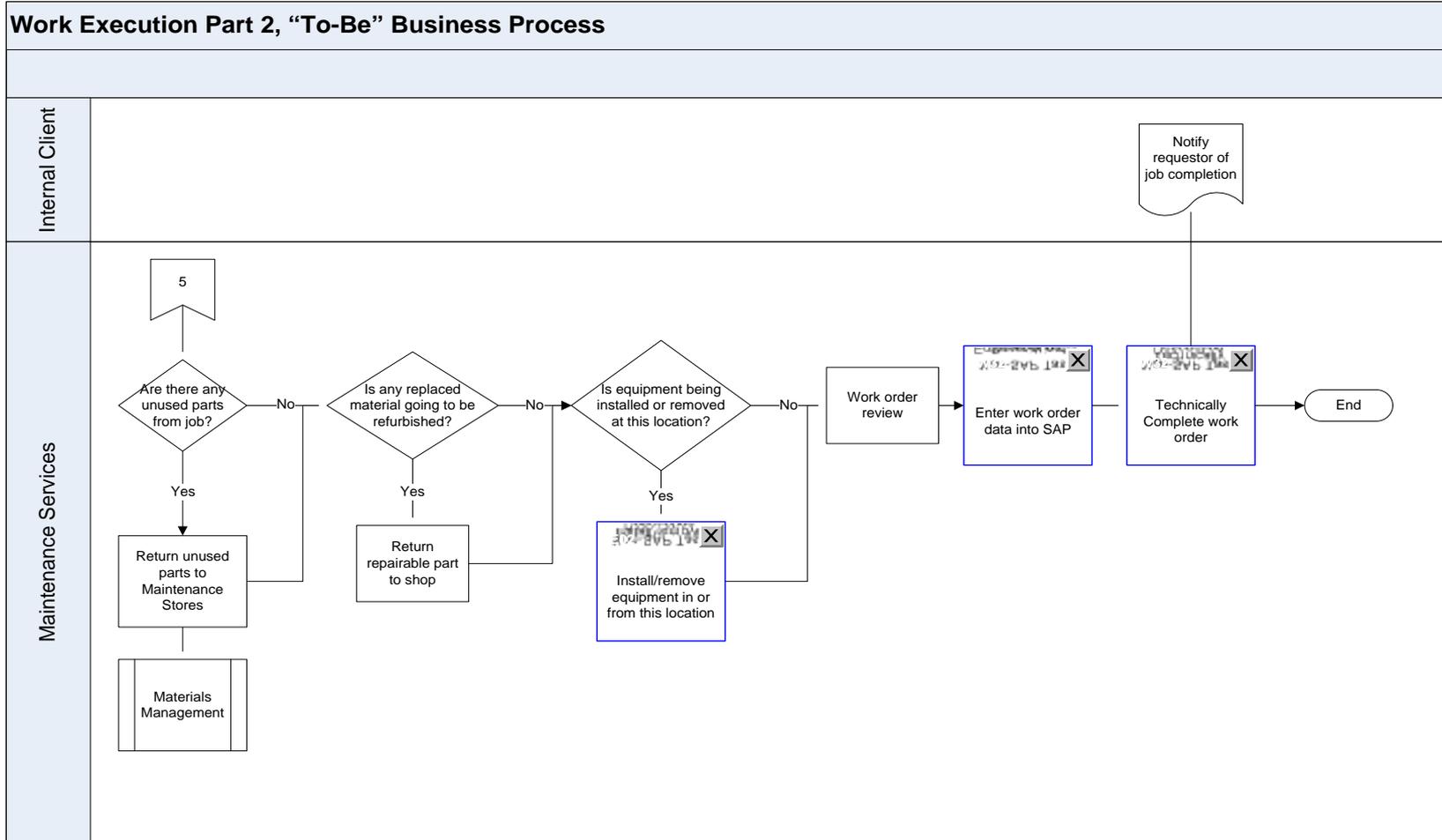


# Work Orders – Flow Chart(s)





# Work Orders – Flow Chart(s)





# Work Orders – Changes & Challenges

- All Agencies will be using the same work order system
- Some Agencies currently do not use a work order system and will have to change their business processes



# Work Orders – Benefits & Improvements

- Work orders are now tied to the financial system
- Work orders will show maintenance activities and reflect actual costs to the appropriate cost element
- The work order process will allow for more formalized planning resulting in increased manpower efficiency



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - Job Ticket - Facilities
  - Job Ticket - Fleet
  - Operation Control Ticket
  - Pick List
  - Material Issue Slip
  
- Reports:
  - Ad hoc reports via transaction IW38
    - Work Order by System & User Status
    - Work Order by Planner Group
    - Work Order By Priority
    - Work Order By Work Center
    - Work Order by Functional Location
    - Work Orders that are Open
    - Approved Work Orders by Planner Group
    - Approved Work Orders by Cost Center
    - Work Order by Equipment, Person Responsible and date
    - Work Order By Date
    - Etc.



## FRICE-W Objects (cont.)

- Interfaces:
  - Agile Assets
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - DPS Fleet – When scheduled maintenance is due notify person responsible of work order
  - OSB Facility – Notify work order requester when work order has been completed



# Setup New Equipment



# Setup New Equipment – Design Considerations

- Equipment
  - Set up equipment master record
  - Install into functional location
- Class
  - Assign Class
- Measuring Point
  - Create measuring point (if required)
- BOM
  - Create BOM (if required)
- Task Lists
  - Create Task Lists (if required)
- Maintenance Plan
  - Create maintenance plan
  - Assign task list
- Documents
  - Scan in documents as required

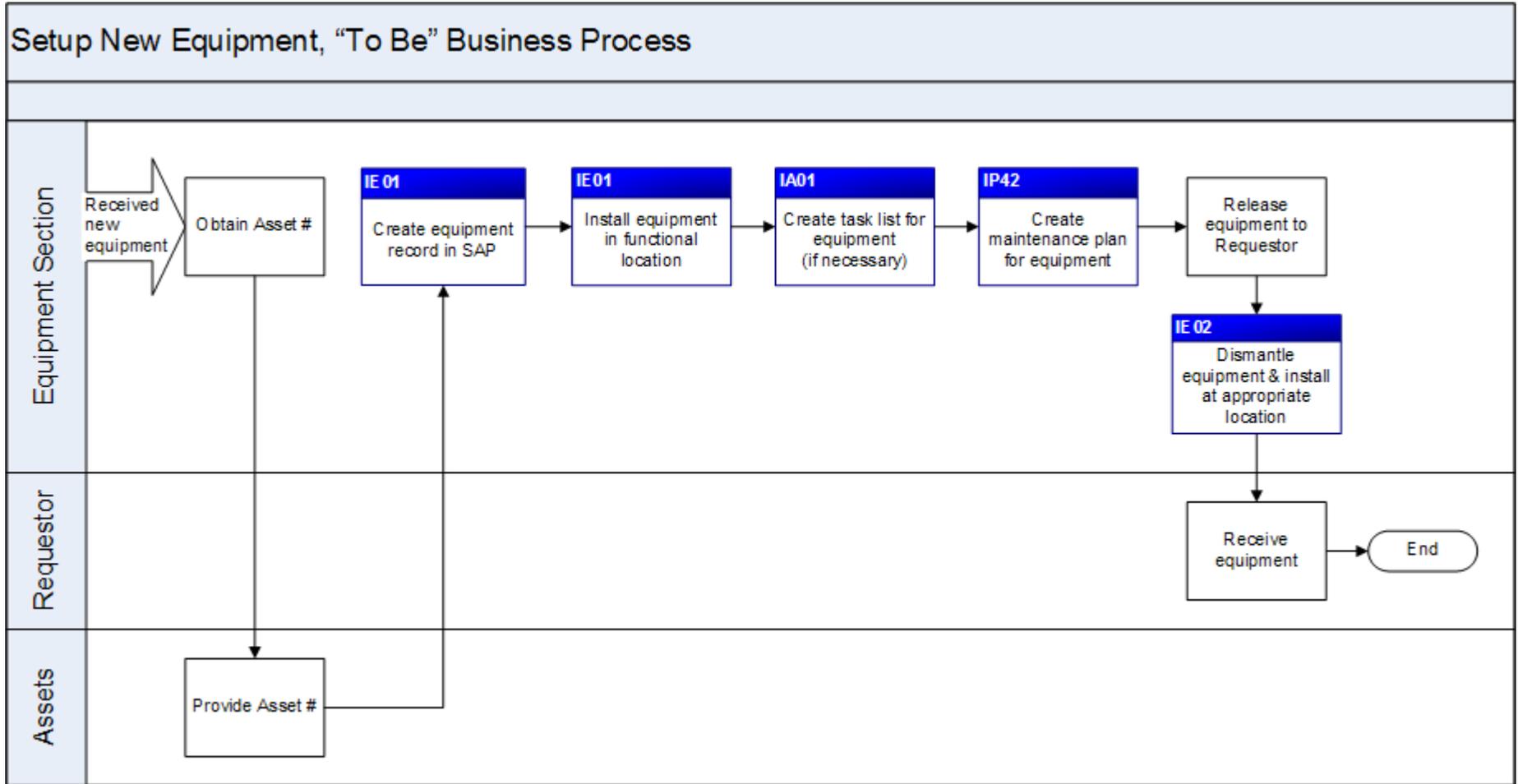


# Setup New Equipment – Open Issues

- Asset master record fields that can be synchronized on the Equipment master record need to be identified



# Setup New Equipment – Flow Chart(s)





# Setup New Equipment – Changes & Challenges

- Total change in current business process



# Setup New Equipment – Benefits & Improvements

- Consistency across Agencies in equipment descriptions, naming conventions and settings



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - Asset Number Request
  
- Reports:
  - Ad hoc reports using transaction IH08
    - Equipment by Functional Location
    - Equipment by Asset Number
    - Equipment by Business Area
    - Equipment by Class
    - Equipment by Object Type
    - Etc.
  
  - Ad hoc reports using transaction IE36
    - Fleet equipment by...



# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - None



# Preventive Maintenance

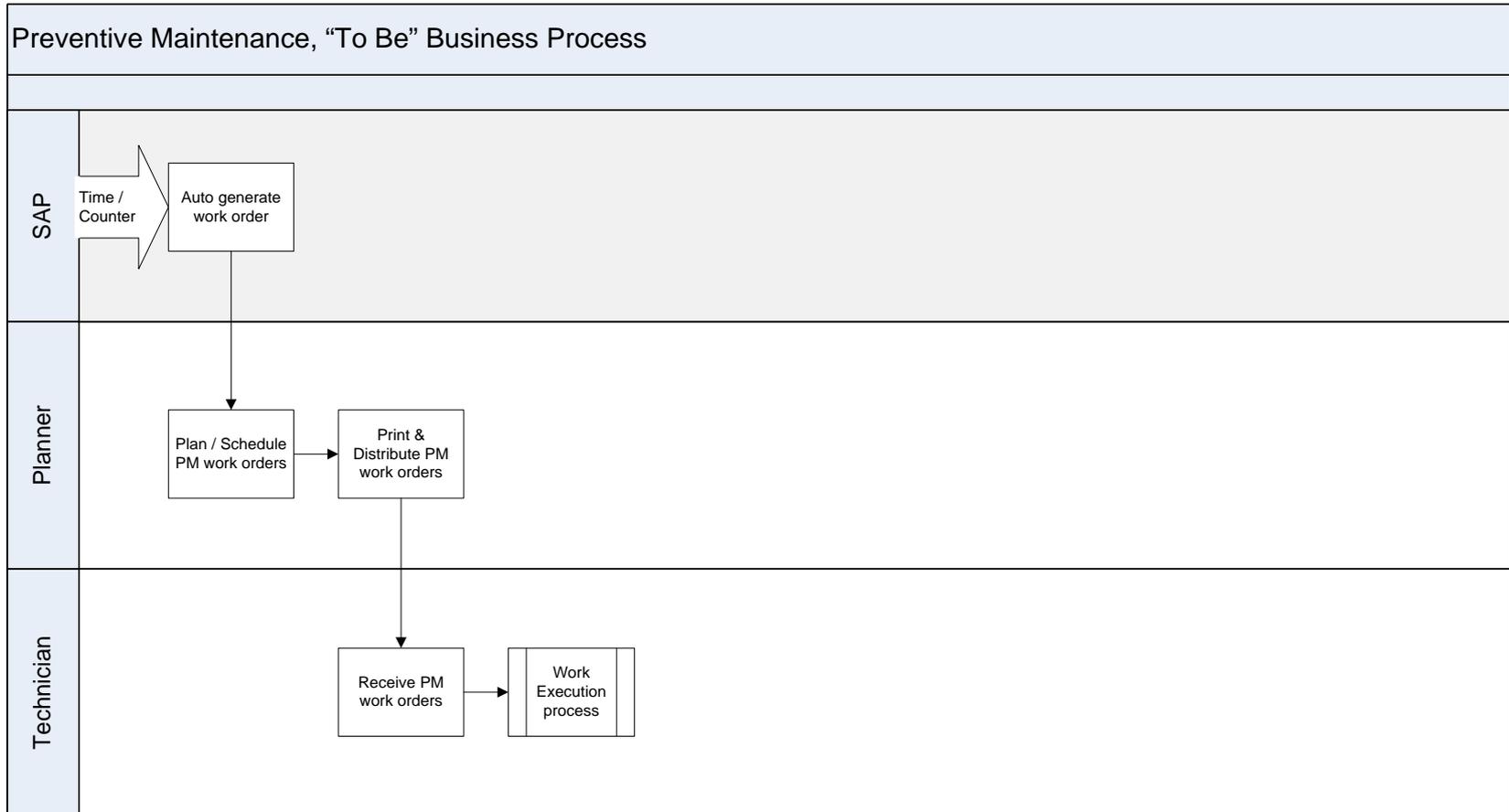


# Preventive Maintenance – Design Considerations

- Any preventive maintenance plans created for fleet must meet the minimum requirements as described by LAC Title 34 Part XI
- Equipment
- Functional Location
- Measuring Points
- Bill of Material
- Task Lists
  - General task lists used where possible
- Maintenance Plans



# Preventive Maintenance – Flow Chart(s)





# Preventive Maintenance – Changes & Challenges

- Each agency will be responsible for maintenance plans and task lists creation/verification.



# Preventive Maintenance – Benefits & Improvements

- All Agencies will have the tools needed to create preventive maintenance plans
- Better maintenance planning and scheduling will allow for more efficient manpower usage



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - Create/ Change Task List
  - Create/ Change Maintenance Plan/ Item
  
- Reports:
  - Equipment: MTTR - Mean Time To Repair (MCI5)
  - Equipment: MTBF - Mean Time Between Failures (MCI5)
  - Maintenance Items - Review Maintenance Items (List) (IP17)
  - Maintenance Plans - Review Maintenance Plans (List) (IP03)
  - Task Lists - Review Task List & Frequency (IA08)
  - Functional Location/ Equipment by Breakdown - List Functional Location/ Equipment by Breakdown (CI17)



# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - None



## Outside Service Work / Service Contract

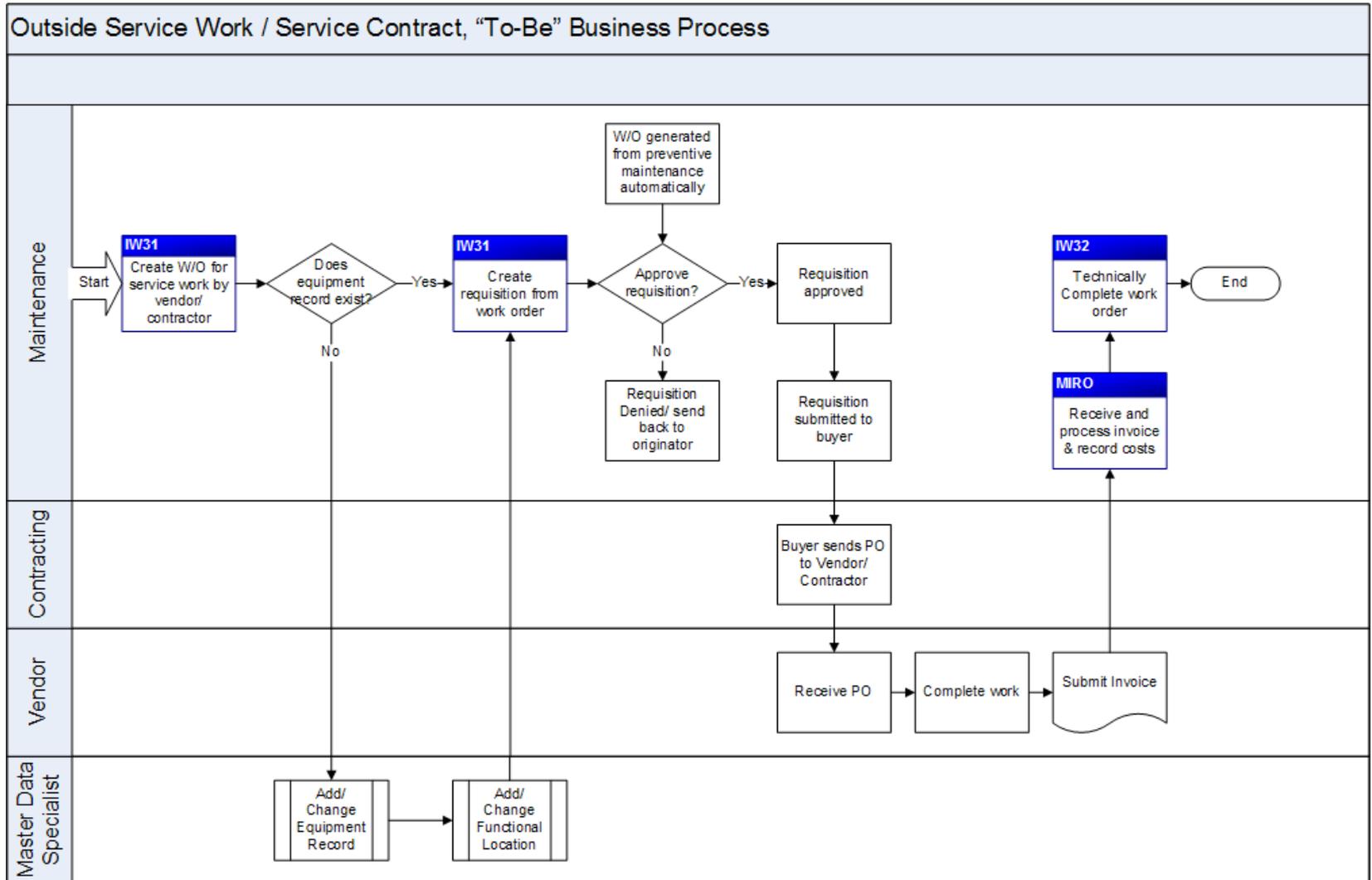


## Outside Service Work / Service Contract – Design Considerations

- Required fields for requisition from order (PM02)
  - Qty Unit of Measure (Change to “EA”)
  - Material Group (Required)
  - Purchasing Group
  - Cost Element
  - Price (If known)



# Outside Service Work / Service Contract – Flow Chart





## Outside Service Work / Service Contract – Benefits & Improvements

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- Cost tracking/reporting to work order level.



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - Chain of Custody - To maintain a paper trail for the chain of custody of a piece of equipment that is being sent out for repair
  
- Reports:
  - Work Order by PM Control Key (IW37N)

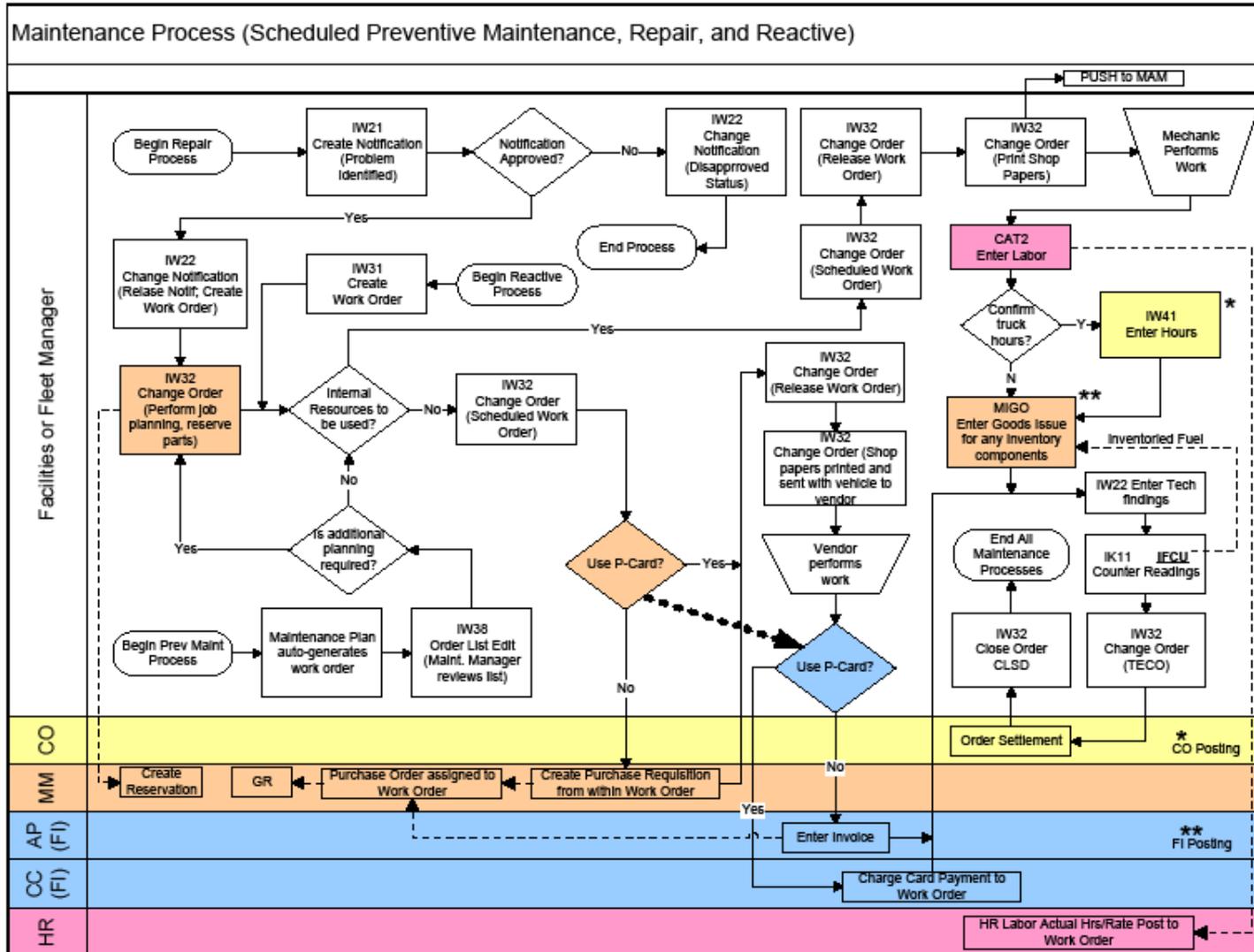


# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - None



# Integration Points – Maintenance Process Overview





# Pool Vehicles



## Pool Vehicles – Design Considerations

- Pools are created at a functional location and all vehicles installed at that location will be included in the pool
  - Some locations will have multiple pools
  - Some equipment will be pool assets (i.e. tractors, bull dozers, etc.)



## Pool Vehicles – Key Decisions

- SAP's Pool Asset Management (PAM) solution will be the official means of managing state pool assets which have the requirement and/or need to be tracked, managed and dispatched.



## Pool Vehicles – Open Issues

- PAM Pool Security - Standard delivered PAM functionality does not provide for any user authorizations. In other words, if a user has access to PAM03, that user can manage any designated pool.
- Can users receive standard email from PAM instead of / in addition to SAP express mail?

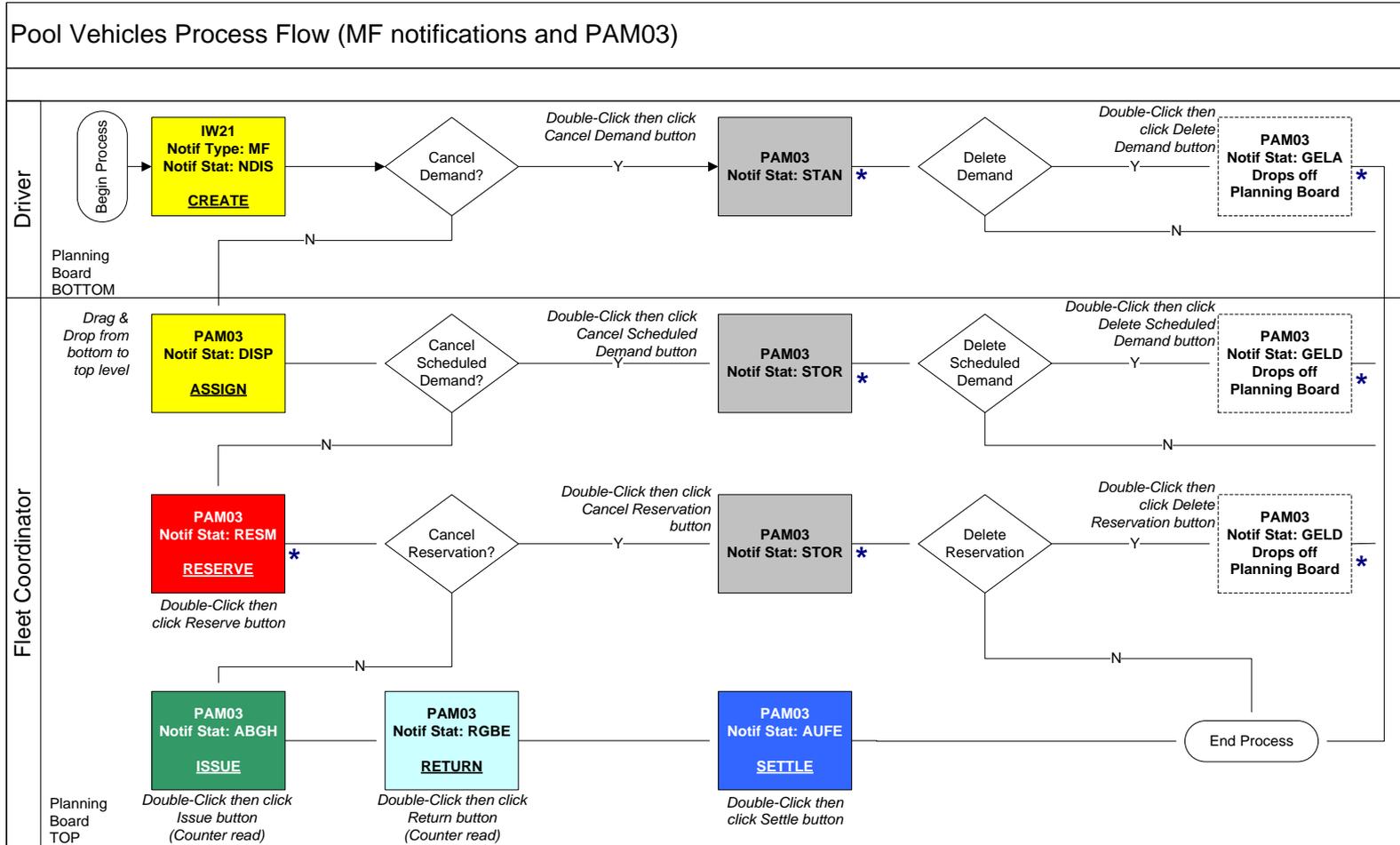


## Pool Vehicles – Open Issues

- Need to capture vehicle information rollups (fuel usage, mileage & repair cost) for non-accounting agencies.
- Data from fuel contract provider to be received via interface or by data extract and use tools to perform a mass upload?



# Pool Vehicles – Flow Chart



\* Express mail to Requisitioner



## Pool Vehicles – Changes & Challenges

- The Pool Asset Management functions will be new to many agencies that do not currently “track” pool vehicle usage



## Pool Vehicles – Benefits & Improvements

- Agencies will have the necessary tools to accurately report, schedule and forecast the usage of Pool assets
- Better scheduling will allow agencies to determine the number of fleet vehicles needed to perform work



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - PAMS\_MAIL - Reservation notice
  
- Reports:
  - None



# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - None



# Personal Assignment / Home Storage



## Personal Assignment / Home Storage – Design Considerations

- New assignments
- Renewals
- Assignment complete / ended early
- Notification Type (M4) used specifically for Personal Assignment / Home Storage



## Personal Assignment / Home Storage – Key Decisions

- Electronic Approval for Personal / Home Assignment

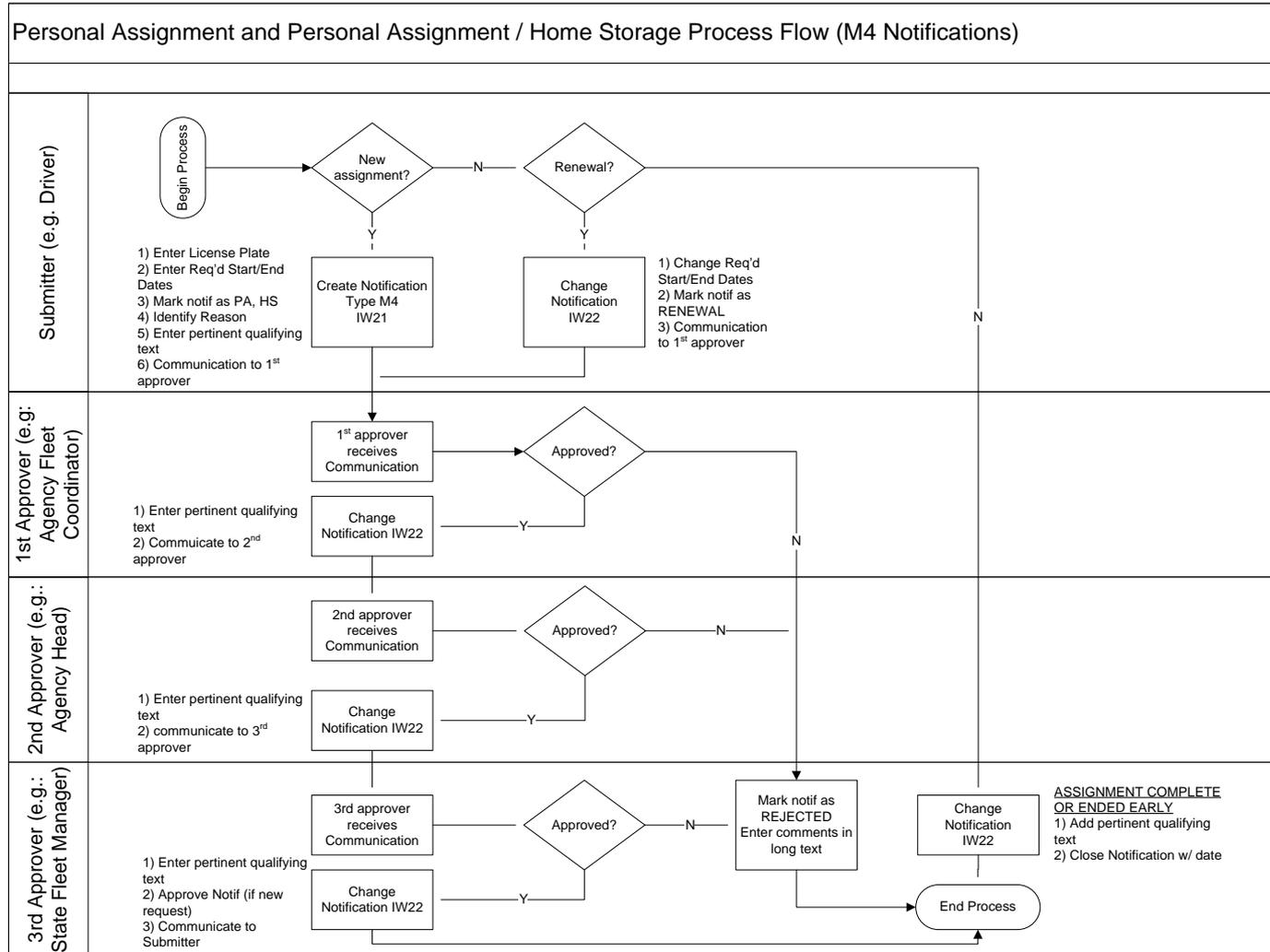


## Personal Assignment / Home Storage – Open Issues

- Non-paid agencies creating M4 notifications for Home Storage/Personal Assignment requests
- Electronic Approval of Home Storage/Personal Assignment



# Personal Assignment / Home Storage – Flow Chart





## Personal Assignment / Home Storage – Changes & Challenges

- Louisiana Revised Statute 39:361 – 363 does not allow for electronic approvals.
- State currently does not recognize electronic approvals.



## Personal Assignment / Home Storage – Benefits & Improvements

- Electronic Approvals will expedite current processes for Home Storage/Personal Assignments
- HR integration will allow uniform reporting of commute mileage for taxable benefits



# Technical Objects

## FRICE-W Objects



# FRICE-W Objects

- Forms:
  - None
  
- Reports:
  - Commute benefit reporting - Identify Home Storage vehicles in a report to reconcile with HR for commute trips.



# FRICE-W Objects (cont.)

- Interfaces:
  - None
  
- Conversions:
  - None
  
- Enhancements:
  - None
  
- Workflow:
  - None



# Legacy Conversion Strategy

- Legacy Data Element: Functional Location
  - Create structure in a excel spreadsheet provided by conversion team
- Legacy Data Element: Equipment
  - Export data from legacy into excel file
  - Clean data
  - Copy and finish build in an excel spreadsheet provided by conversion team
- Legacy Data Element: Maintenance Plans/Task Lists
  - Export data from relevant legacy systems
  - Clean data
  - Copy and finish build in an excel spreadsheet provided by conversion team



# Legacy Conversion Strategy

- Legacy Data Element: Bill of Materials (BOM)
  - Export data from relevant legacy systems
  - Clean data
  - Copy and finish build in an excel spreadsheet provided by conversion team



# Overall Organizational Impact

- Data cleansing will require agency resources



# Questions?

