Calibration Program Management Solution
Job Aid

CPMSJA028 – Find CPMS Maintenance Plan

Purpose

This job aid covers the steps required to check if a calibration maintenance plan exists for a given STTE.

This would be required, for example, if an STTE has been received at a calibration centre and no recall notification can be found in the system. If it is determined that the STTE should be regularly recalled, it will be necessary to check and see if the STTE has an existing plan.
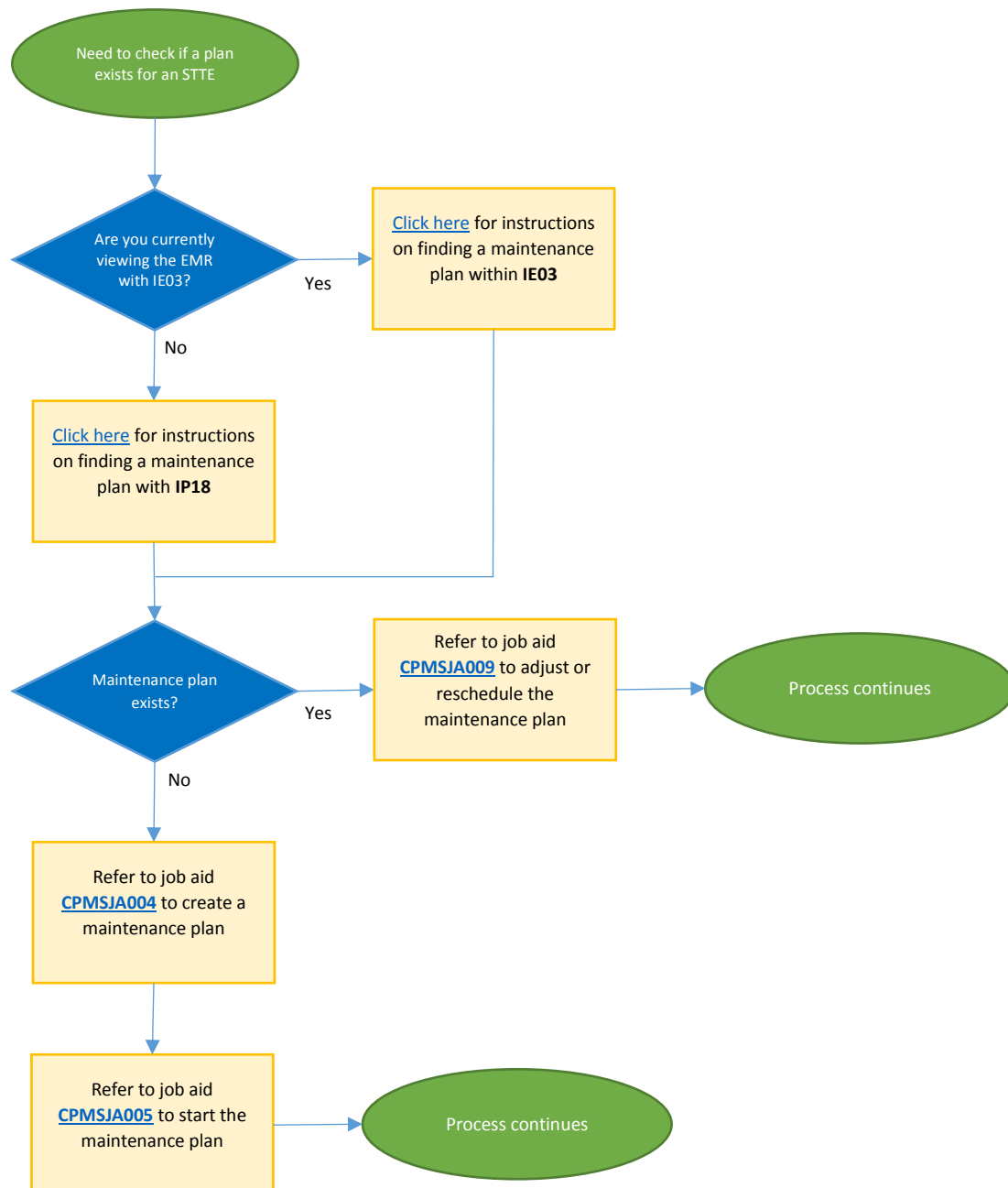
Two methods of checking for a plan are covered in this document.

Transaction Codes

IE03

IP18

Process Flow

```
                    ┌─────────────────────┐
                    │  Need to check if a │
                    │  plan exists for an │
                    │        STTE         │
                    └─────────────────────┘
                              │
                              ▼
                         ◇─────────◇          ┌──────────────────────┐
                        Are you currently     │ Click here for       │
                        viewing the EMR   Yes │ instructions on      │
                        with IE03?      ─────▶│ finding a maintenance│
                         ◇─────────◇          │ plan within IE03     │
                              │               └──────────────────────┘
                             No                           │
                              ▼                           │
                    ┌──────────────────────┐              │
                    │ Click here for       │              │
                    │ instructions on      │              │
                    │ finding a maintenance│              │
                    │ plan with IP18       │              │
                    └──────────────────────┘              │
                              │◀──────────────────────────┘
                              ▼
                         ◇─────────◇          ┌──────────────────────┐        ⬭──────────────⬭
                        Maintenance plan      │ Refer to job aid     │        │              │
                        exists?           Yes │ CPMSJA009 to adjust  │        │   Process    │
                                        ─────▶│ or reschedule the    │ ─────▶ │  continues   │
                         ◇─────────◇          │ maintenance plan     │        │              │
                              │               └──────────────────────┘        ⬭──────────────⬭
                             No
                              ▼
                    ┌──────────────────────┐
                    │ Refer to job aid     │
                    │ CPMSJA004 to create  │
                    │ a maintenance plan   │
                    └──────────────────────┘
                              │
                              ▼
                    ┌──────────────────────┐        ⬭──────────────⬭
                    │ Refer to job aid     │        │              │
                    │ CPMSJA005 to start   │ ─────▶ │   Process    │
                    │ the maintenance plan │        │  continues   │
                    └──────────────────────┘        ⬭──────────────⬭
```
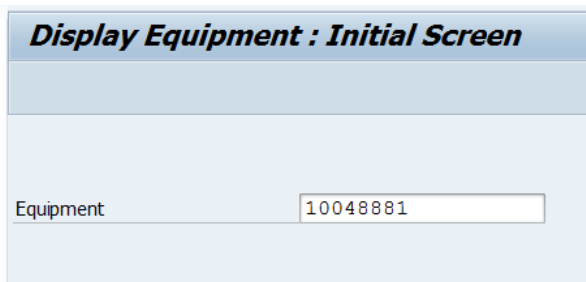
Contents

Procedure

1. Find maintenance plan from EMR Display

If you are not already viewing an equipment master record (EMR), enter transaction **IE03** in the *Command Box* and hit [Enter] or select it from your Favorites menu.
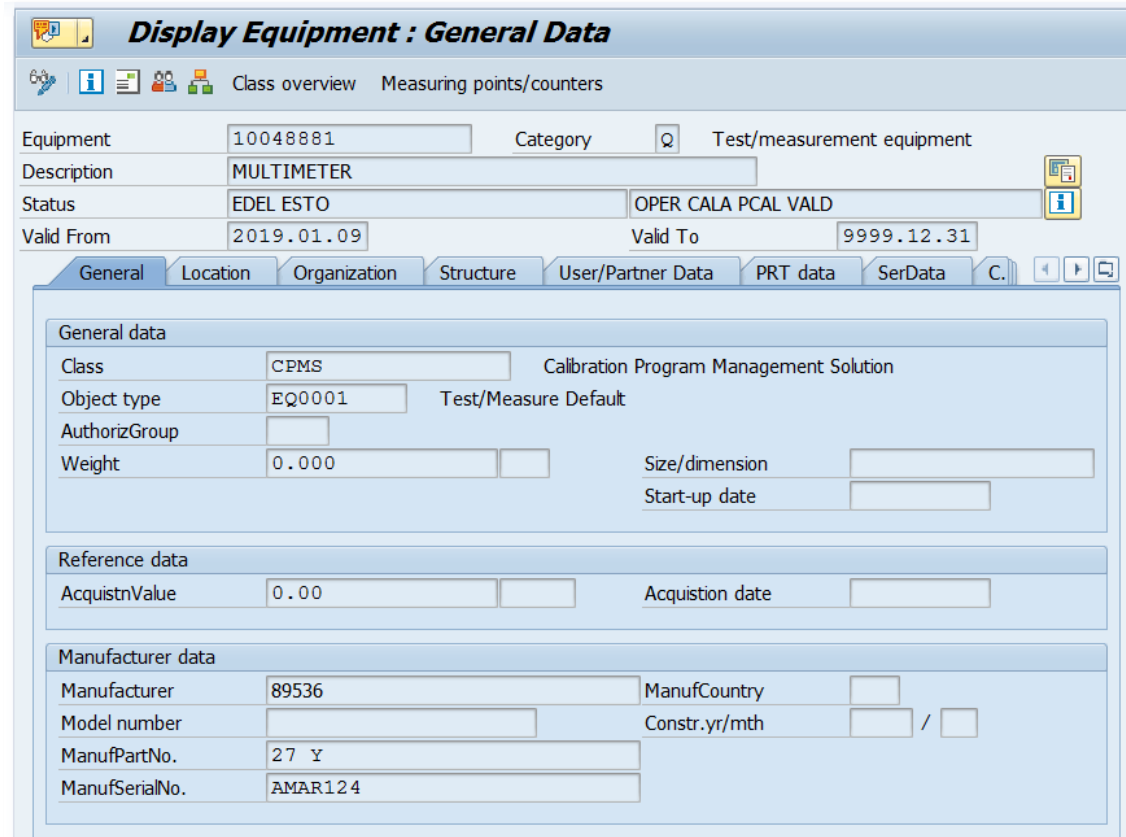

The *Display Equipment: Initial Screen* is shown.

Enter the desired equipment number and press [Enter].

The EMR will open in Display mode.

Follow this menu path:

Environment → Maintenance items

The *Display Maintenance Item: Selection Criteria* screen is shown:

The **Equipment** field will be pre-populated with your EMR number.

Enter "C1" in the **Maint. plan cat.** field:

Click to execute the report.

If a plan is found for the EMR, it will be included in the report:

From here, the plan can be displayed by double-clicking on the plan number:

Display Maintenance Plan: Single cycle plan 000010000418

Maintenance plan	10000418	CALIBRATION FOR EMR 10050488

Maint. plan header

Maintenance plan cycle	Maintenance plan scheduling parameters	Maintenance plan additional data	Maintenance plan schedule calls

Cycle/Unit	10	DAY
Cycle text	10 day	
Offset/Unit	0	DAY

Item	Item location	Customer enhancement item

Maintenance Item	14635	CALIBRATION FOR EMR 10050488

Reference object

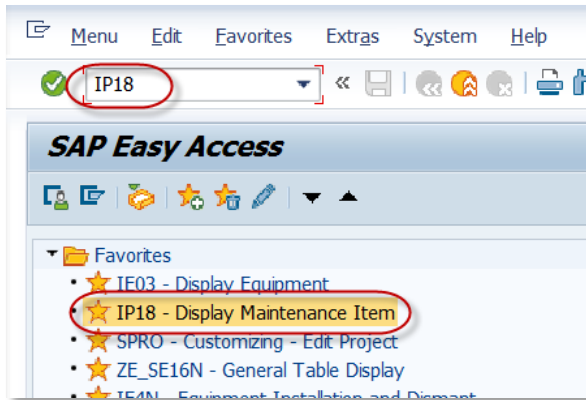|		
Functional loc.		
Equipment	10050488	WRENCH,TORQUE-testDG
Assembly		
UII		

Click 🔙 three times to exit the transaction.

If no plans are found for the EMR, the following message will be displayed at the bottom of the screen:
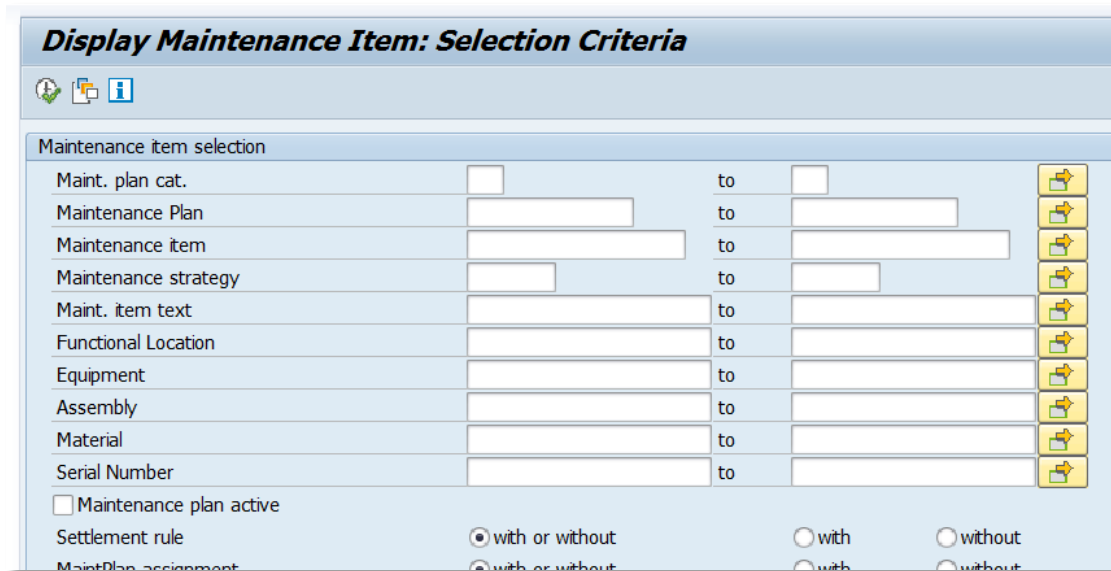
☑ No objects were selected

Click 🔙 to return to exit the transaction.

2. Find maintenance plan using IP18

Enter transaction **IP18** in the *Command Box* and hit Enter or select it from your Favorites menu.

The *Display Maintenance Item: Selection Criteria* screen is shown.

Enter the following:

- **Maint. plan cat.** = C1
- **Equipment** = your EMR number

Click to execute the report.

If a plan is found for the EMR, it will be included in the report:

Display Maintenance Item: Maintenance Item List

	MPlan cat.	MntPlan	MaintItem	Maint. item text	Equipment	Mn.wk.ctr	Plnt	PG	MntPlant	Descri
	C1	10000418	14635	CALIBRATION FOR EMR	10050488	CPMSFM	1002		1002	WREN

From here, the plan can be displayed by double-clicking on the plan number:

	MPlan cat.	MntPlan	MaintItem	Maint. item te
	C1	10000418	14635	CALIBRATIO

Display Maintenance Plan: Single cycle plan 000010000418

Maintenance plan	10000418	CALIBRATION FOR EMR 10050488

Maint. plan header

Tabs: Maintenance plan cycle | Maintenance plan scheduling parameters | Maintenance plan additional data | Maintenance plan schedule calls

Cycle/Unit		10	DAY
Cycle text	10 day		
Offset/Unit		0	DAY

Tabs: Item | Item location | Customer enhancement item

Maintenance Item	14635	CALIBRATION FOR EMR 10050488

Reference object

Functional loc.		
Equipment	10050488	WRENCH,TORQUE-testDG
Assembly		
UII		

Click three times to exit the transaction.

If no plans are found, the following message will be displayed at the bottom of the screen:

✔ No objects were selected

Click to return to exit the transaction.

For assistance with this or any other CPMS process, please contact your regional calibration center.

Record of Changes

PDF Saved Date	Changes
January 24, 2019	New
March 29, 2019	Added hyperlinks to other job aids