

	National Defence Défense Nationale		Back to the DID List
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES			
1. TITLE – TITRE		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION	
QUARTERLY MAINTENANCE REPORTS		DID 3.4.2	
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET			
The purpose of the Quarterly Maintenance Report is to provide a summary by discipline of (Communication & Electronic versus Facilities), site equipment, work orders, ESR's and task card number as appropriate for Labour Use Codes (LUC) 72,73,74,76,77,78 and PGS systems including MSE and any exceptions.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)	6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT	
July 2020	NWSO Technical Authority (TA)	N/A	
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE			
CDRL-3.4 and SOW paragraph 3.4.2 refer Sow paragraph 3.60.1.1. This DID contains the format and content preparation instructions for the data generated under the work tasks described in the NWS O&M SOW Quarterly Maintenance Reports.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
NWSO TA		NIL	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
<div> <div>10.1</div> <div> <u>Source Document</u> NWS O&M SOW Section 3, paragraph 3.4.2 </div> </div> <div> <div>10.2</div> <div> <u>Content and Format</u> <div>10.2.1</div> <div> The Quarterly Maintenance Report shall be prepared in electronic format and delivered in a Contractor purposed, Crown accepted format three months after contract award and every quarter thereafter. The plan shall be available on line. </div> </div> </div> <div> <div>10.2.2</div> <div> The Quarterly Maintenance Report shall include: <div> <div>a.</div> <div> <u>Preventive Maintenance Inspection Exception Report (LUC 73 work orders);</u> Included in this will be the reason for the exceptions. When a site misses its complete PMI visit in a particular quarter, a narrative report as to why it was missed is required. The report shall detail the chronological efforts to make the visit happen and the reason those efforts failed. </div> </div> <div> <div>b.</div> <div> <u>Corrective Maintenance completed (LUC 72 emergency maintenance), (LUC 74 corrective maintenance) work orders;</u> The listing for outstanding CMs shall include: <div> <div>(1)</div> <div>CMs grouped by open 1-90 days;</div> </div> <div> <div>(2)</div> <div>CMs grouped by open 91-180 days; and</div> </div> <div> <div>(3)</div> <div>CMs open longer than 180 days.</div> </div> </div> </div> <div> <div>c.</div> <div><u>Capital Projects completed (LUC 76);</u></div> </div> <div> <div>d.</div> <div><u>Self Help projects completed (LUC 77); and</u></div> </div> <div> <div>e.</div> <div>Minor Modifications completed (LUC 78).</div> </div> </div> </div>			

10.2.3 The Power Generation Report.

The Contractor shall prepare and submit the quarterly Power Generation Report, which shall contain at a minimum by zone and by site for each Diesel Electric Generator (DEG):

- a. Status available (GREEN), emergency use (AMBER), and unavailable (RED) and the reason for amber and red status;
- b. Current hours; and
- c. Overhauls completed in the last quarter, in progress or planned for the next quarter.

10.2.3.1 The Power Generation Report shall be in a format proposed by the Contractor and accepted by the NWSO TA, and the TA reserves the right to have the Contractor amend the format and content of the report at any time.

10.2.4 Five Year Ops and Sustainment plan. A narrative addressing the deviations between the planned work scheduled to happen in the quarter as per the Five Year Operations and Sustainment Plan SOW section 1.30.2 and the work not completed. The narrative is to describe the impact these deviations have on, as a minimum budget, labour resources and transportation, and is to include a corrective action plan to eliminate or mitigate these impacts.

10.2.5 The Report. The report is due 15 days business days after the end of each quarter.