



## ANNEXURE

### BRIEF SYSTEM FUNCTIONALITY FOR Total Productive Maintenance (TPM)

#### A. SYSTEM COMPONENT

#### Administration

Functions

Define users  
Roles and Privileges  
Security  
Audit Trail

#### B. SYSTEM COMPONENT

#### ENGINEERING

Functions:

Define Machines and sections (multi level)  
Define BOM for each machine  
Multi-level with assemblies, sub-assemblies & Parts  
Additions and changes record  
Drawings  
Department-wise Factory location-wise machines

#### C. SYSTEM COMPONENT

#### SPARE PARTS MANAGEMENT

Functions

ITEM MASTER  
Standard and actual costs  
Indents  
Receipt  
Quality control  
Generate Quality/Test Reports  
Request for issue  
Issue to employees/Departments  
BIN CARDS  
Critical items and non-moving items  
Imported material stocks  
Stock Ledger  
Material Valuation  
Physical stock taking  
Material reconciliation

Stock Transfers  
 Location of item stored  
 Issue to work-order wise/cost-center wise  
 Maintain any no. of logical/physical stores  
 Track consumption work-order/machine-wise  
 Track Consumption on development tasks  
 Analyze parts life  
 Plan spares requirement as per schedules  
 Analyze quality problems  
 Return from floor – damaged/excess  
  
 Define reorder, minimum, critical levels, etc.  
 Return from production floor  
 Return from other departments  
 Commitment/Blocking of Stocks  
 Adjustment of Stocks due to Physical  
     shortage/excess, damage etc.

**D. SYSTEM COMPONENT**

**Preventive Maintenance Schedule**

Functions

Preparation of Planned Maintenance Schedules  
 Time Based and Running Based Maintenance  
 Each maintenance Schedule requirements  
     Labour  
     Tools  
     Spares  
     Instructions  
 Machine-wise Maintenance Budget  
 Monthly maintenance schedules  
 Maintenance Cost-Spares, Labour, tools, etc.  
 Calendar  
 Reports

Monitor cost of machine maintenance  
 Monitor spares inventory for maintenance  
 Monitor spares life between failures/changes  
 Machine-wise budgeted v/s actual maint. Cost

**E. SYSTEM COMPONENT**

**Breakdown Maintenance**

Functions

Record Machine Breakdown  
 Create Work Order

Notification  
Refer History  
Document Reasons and Root Cause  
Breakdown Cost – Spares, Labour, tools, etc.  
Analysis of failed parts life  
History updation  
Overall Equipment Efficiency  
Reports

## **F. SYSTEM COMPONENT**

Functions

### **Maintenance Work Order Management**

Generated Maintenance Work Order  
    Preventive Maintenance  
    Breakdown  
    Development  
Monitor Holidays and Idle time for schedules  
Record Observations  
Track Spares Part, consumables used  
Track labour, etc. used  
Cost of work order  
Document History  
    Problem Solved  
    Root Cause (in case of breakdown)  
    Details of Resolution & Actions  
Track Machine wise budget v/s actual costs  
Track Make-wise parts life  
Track machine performance based on make and  
    quality of spares  
Machine wise efficiency  
Machine wise work orders and breakdown reasons  
    and actions history

Monitor cost of machine maintenance  
Monitor spares inventory for maintenance  
Monitor spares life between failures/changes  
Reliability Index  
Mean Time Between Failures  
Mean time to Repair  
Availability Rate

## **G. SYSTEM COMPONENT**

### **Employee Management & Jishu Hozen**

Functions

Employee training  
Employee Self-action schedules  
Implement Jishu Hozen  
Employee Skills mapping

## **H. SYSTEM COMPONENT**

### **Kaizen**

Functions

PM Analysis  
Why-Why Analysis  
Summary of losses  
Log register