Job plans — a maintenance job written once, with its duration and planned cost

Menu: CMMS ▸ Job Plans...

Part 1 — What the function does

What it calculates. A job plan is a maintenance job written once and used many times: its tasks in order with the planned hours of each, the labour by craft with hours and rate, the material with quantity and unit cost, and the tools. ReliaEn calculates:

Result	How ReliaEn sets it
Duration (h)	The sum of the tasks' Plan (h), a nested plan's tasks included
Estimate	Σ Hours × Rate over the labour lines plus Σ Qty × Unit cost over the material lines, to two decimals; tools carry no cost
Status	PNDREV - a draft that can be edited, not applied; ACTIVE - the revision in use, applied and no longer edited; REVISED - a former active revision

From which data. Only what you type into the plan. A material item whose first word is a spare part number of the file (WK-101 wear kit) is linked to that part.

When an engineer uses it. For any job the plant repeats - an overhaul, an inspection round - so that every work order for it carries the same steps and a planned cost to compare the actual cost against. The plan is applied with Apply job plan... on a work order's Tasks tab in CMMS ▸ Work Orders..., or named on a PM schedule in CMMS ▸ PM Calendar....

When not to use it.

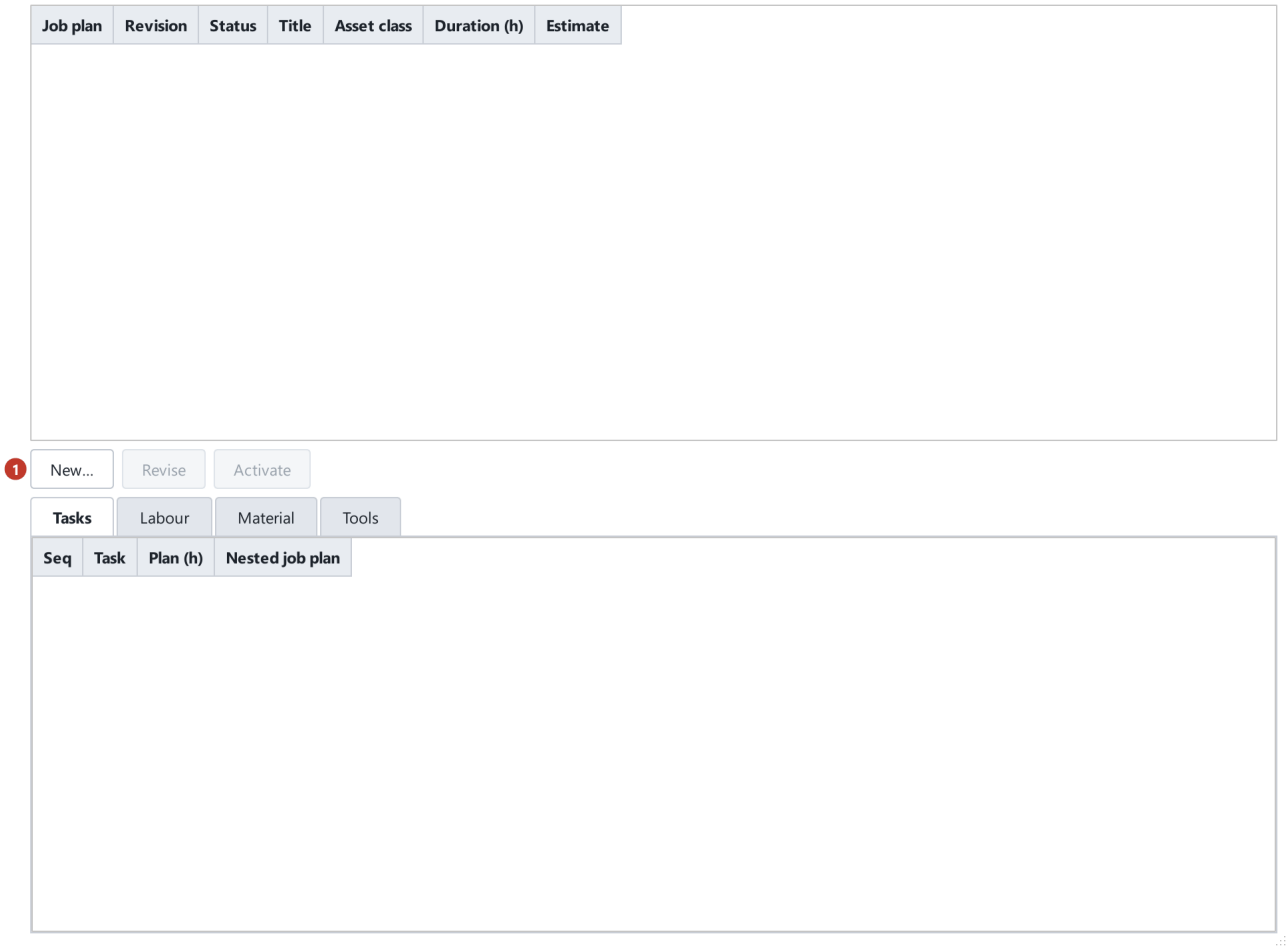
Situation	Use instead
A one-off repair with no standard steps	A work order in CMMS ▸ Work Orders... without a job plan
The cost of a maintenance policy over an asset's life	System ▸ Life-Cycle Cost...

Part 2 — The example's input data

Setting. The maintenance planner writes the standard overhaul of the plant's process pumps once, as plan JP-PUMP-OH (Title Pump overhaul, Asset class PUMP).

Tab	Lines
Tasks (Seq, Task, Plan (h))	10 Isolate and lock out, 0.5 · 20 Strip and inspect, 3.0 · 30 Replace wear parts, 1.5 · 40 Reassemble and test run, 1.0
Labour (Craft, Hours, Rate)	MECH, 6.0, 350 · ELEC, 1.0, 400
Material (Item, Qty, Unit cost)	WK-101 wear kit, 1, 4800 · GK-12 gasket, 2, 150
Tools (Tool, Hours)	Torque wrench, 1.0

Input	Value
File in the worked-example zip	6-Meters-JobPlans-ServiceRequests/ReliaEn-6-Meters-JobPlans-Requests-plant.reliaen - the pump P-101 of class PUMP, the spare parts WK-101 and GK-12; no job plan yet

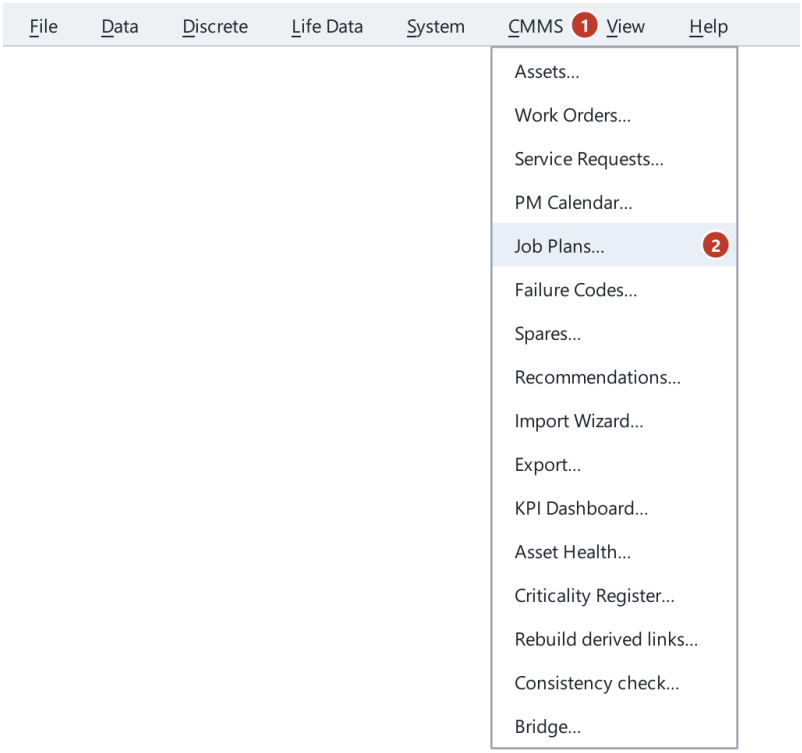


The window as it opens

- ① New...: the file holds no job plan yet; the list above is empty.

Part 3 — How to use it, step by step

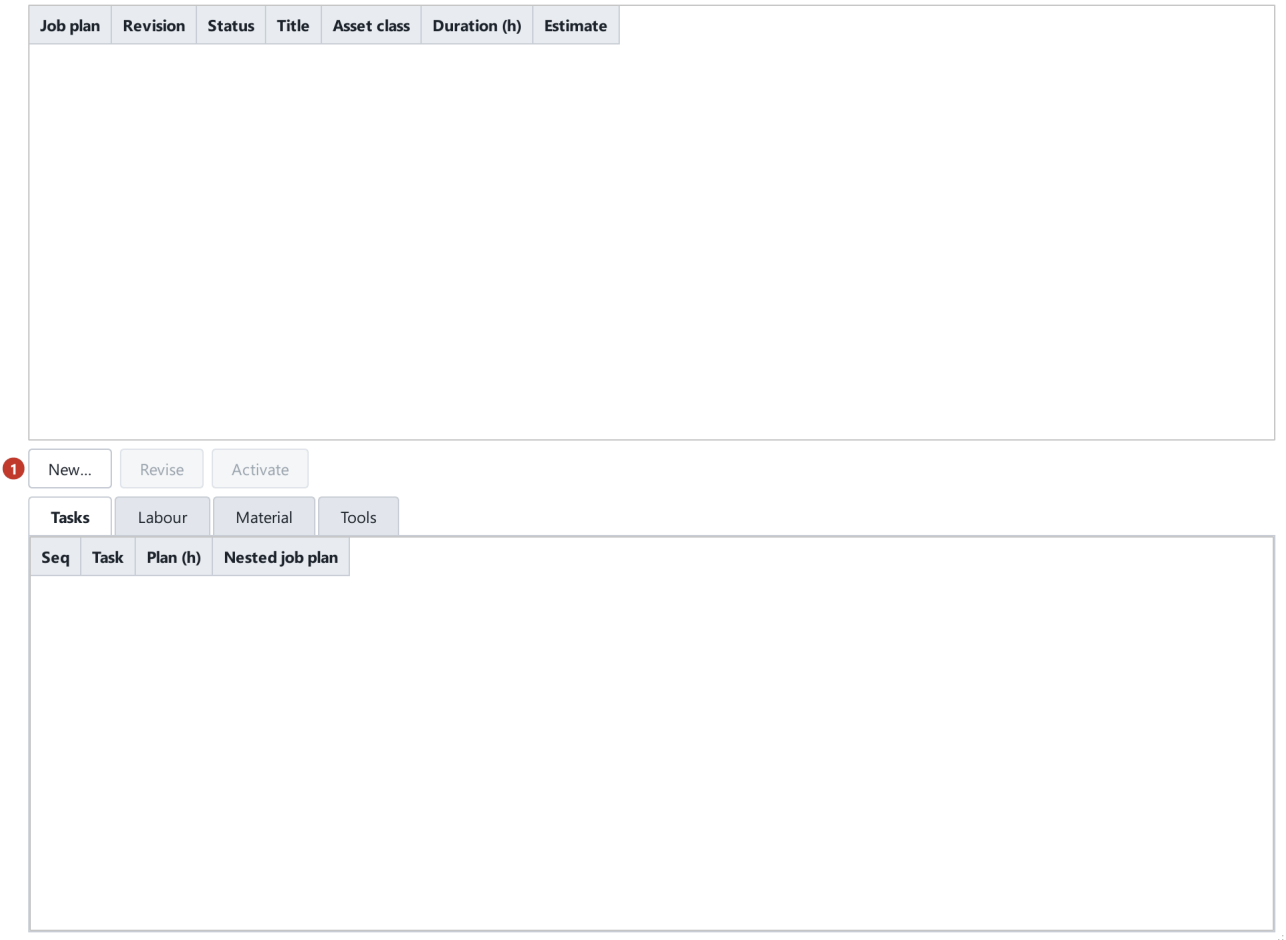
1. **Choose CMMS ▸ Job Plans…** in the menu bar. The first time in a session ReliaEn asks for the file in the box Open or create a CMMS file: choose your copy of ReliaEn-6-Meters-JobPlans-Requests-plant.reliaen. The window Job Plans opens.



Step 1 — the menu path

- ① CMMS: the menu.
- ② Job Plans…: the entry to click.

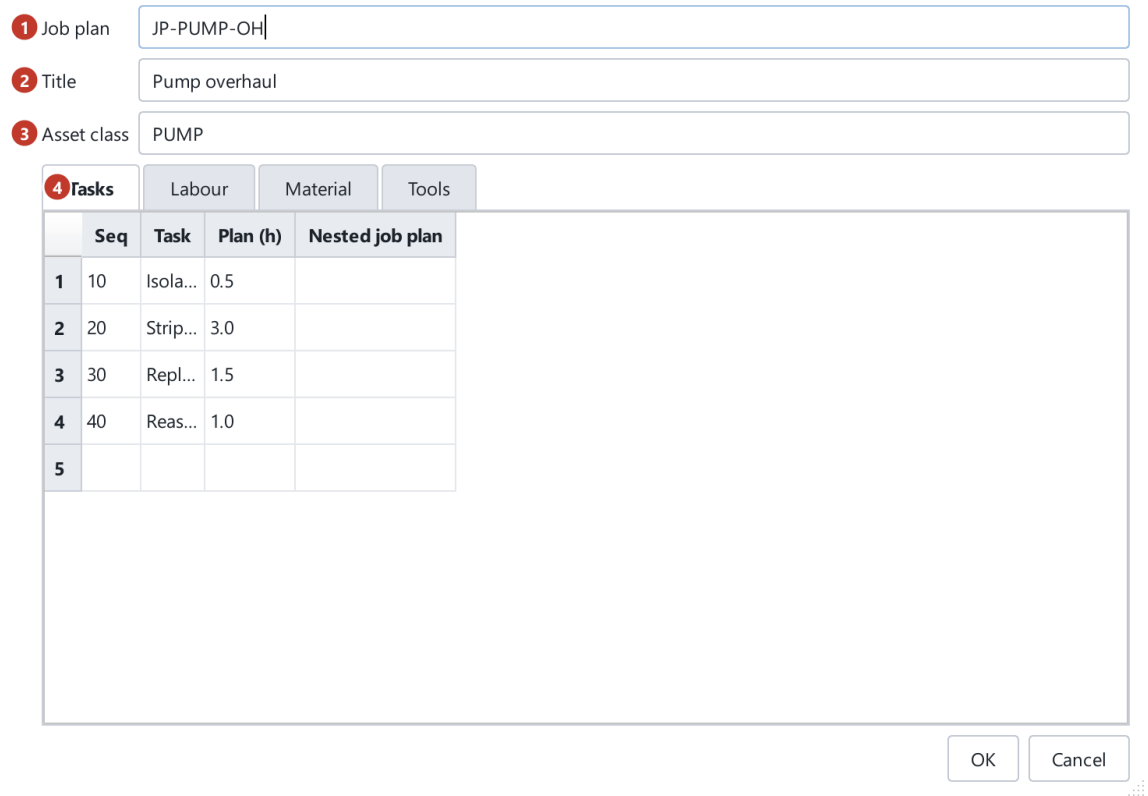
2. ① **Click New....** The window New... opens.



Step 2 — the button New...

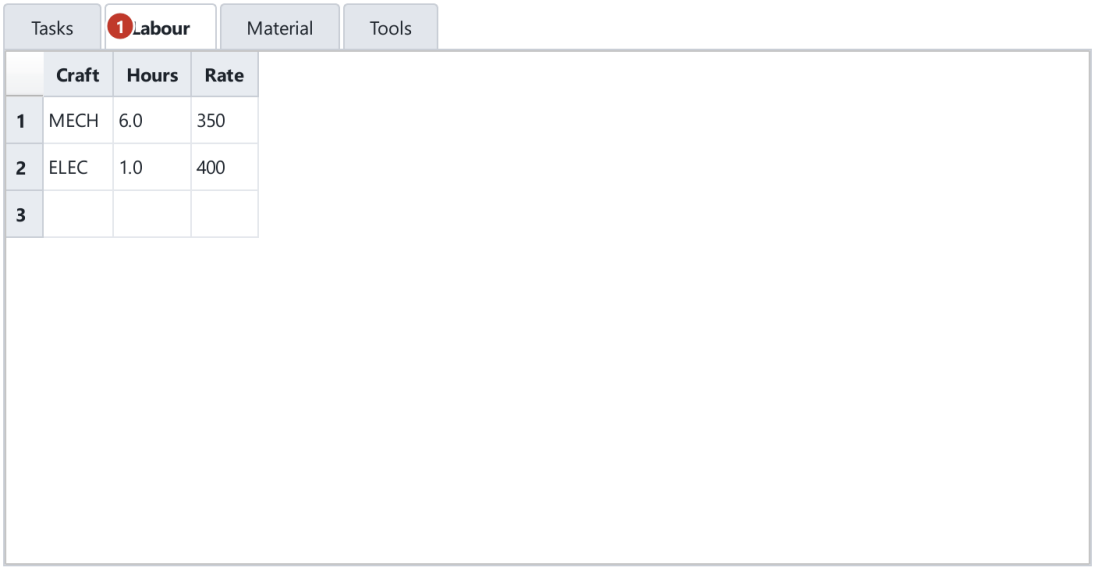
- ① New...: the button to click.

Steps 3 to 6 are marked ① to ④ in the picture:



Steps 3 to 6 — the plan's head and its tasks typed

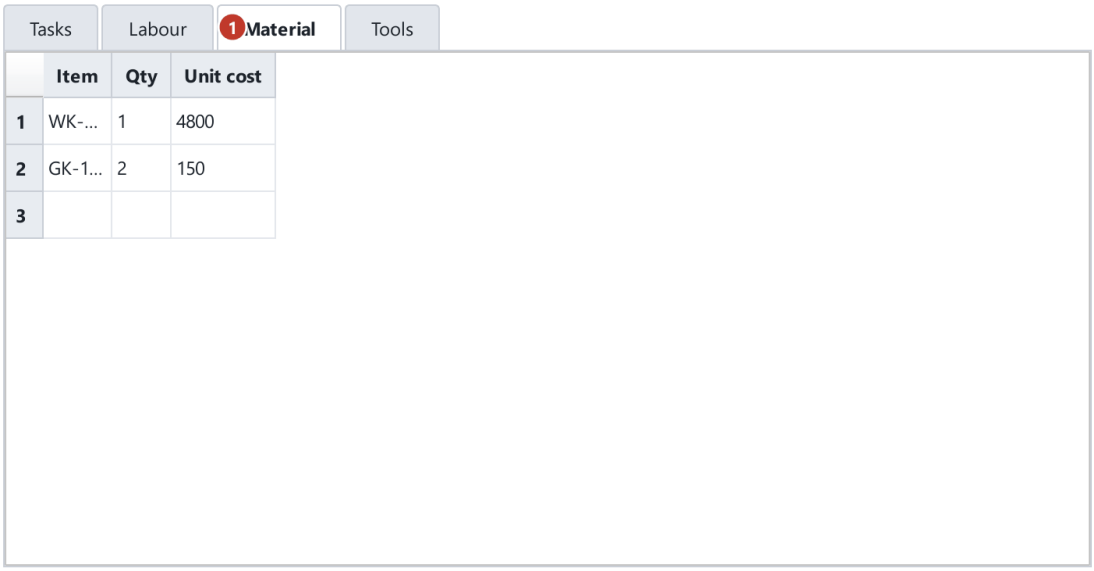
3. ① **Job plan**: JP-PUMP-OH.
4. ② **Title**: Pump overhaul.
5. ③ **Asset class**: PUMP.
6. ④ **On the Tasks tab** type the four tasks of Part 2, one per row: Seq, Task, Plan (h). Each cell is kept as you leave it, and a blank row stays at the foot for the next line.
7. ① **Click the Labour tab** and type its two lines: Craft, Hours, Rate.



Step 7 — the Labour tab

- ① Labour: the tab, its two lines typed.

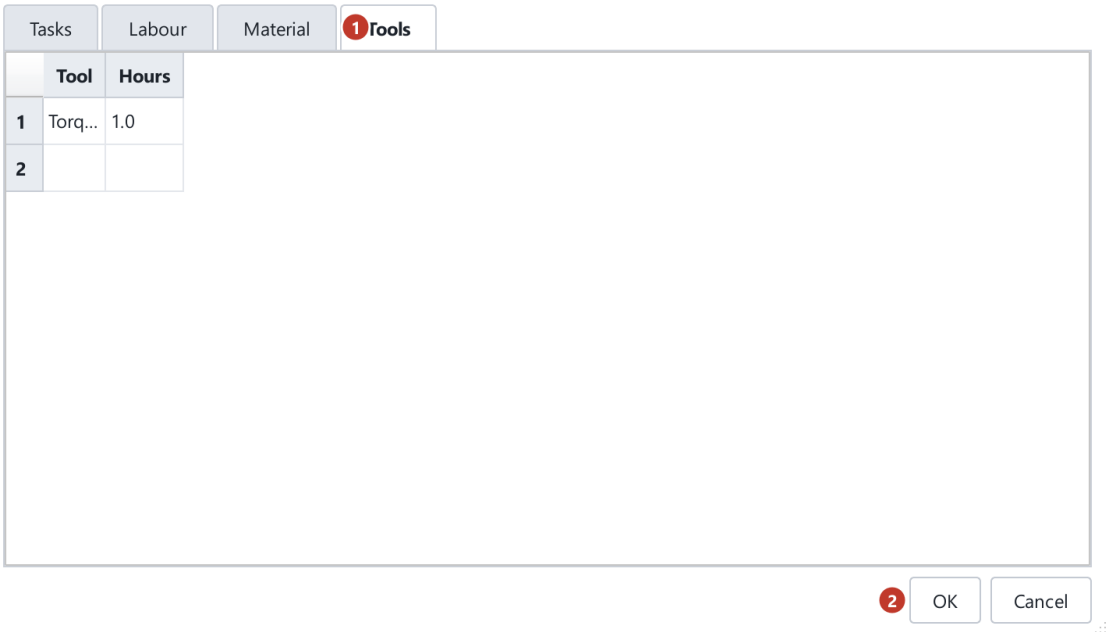
8. ① **Click the Material tab** and type its two lines: Item, Qty, Unit cost.



Step 8 — the Material tab

- ① Material: the tab, its two lines typed.

9. ① **Click the Tools tab** and type the torque wrench: Tool, Hours.

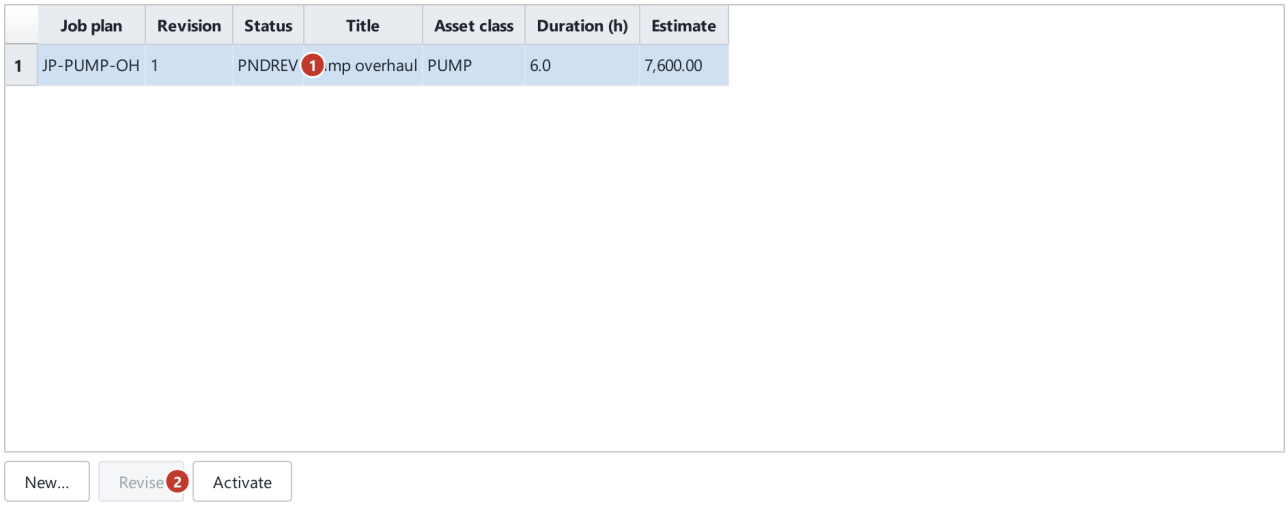


Steps 9 and 10 — the Tools tab and OK

- ① Tools: the tab, its line typed.
- ② OK: the button of step 10.

10. ② **Click OK.** ReliaEn creates revision 1 of JP-PUMP-OH as a draft and lists it.

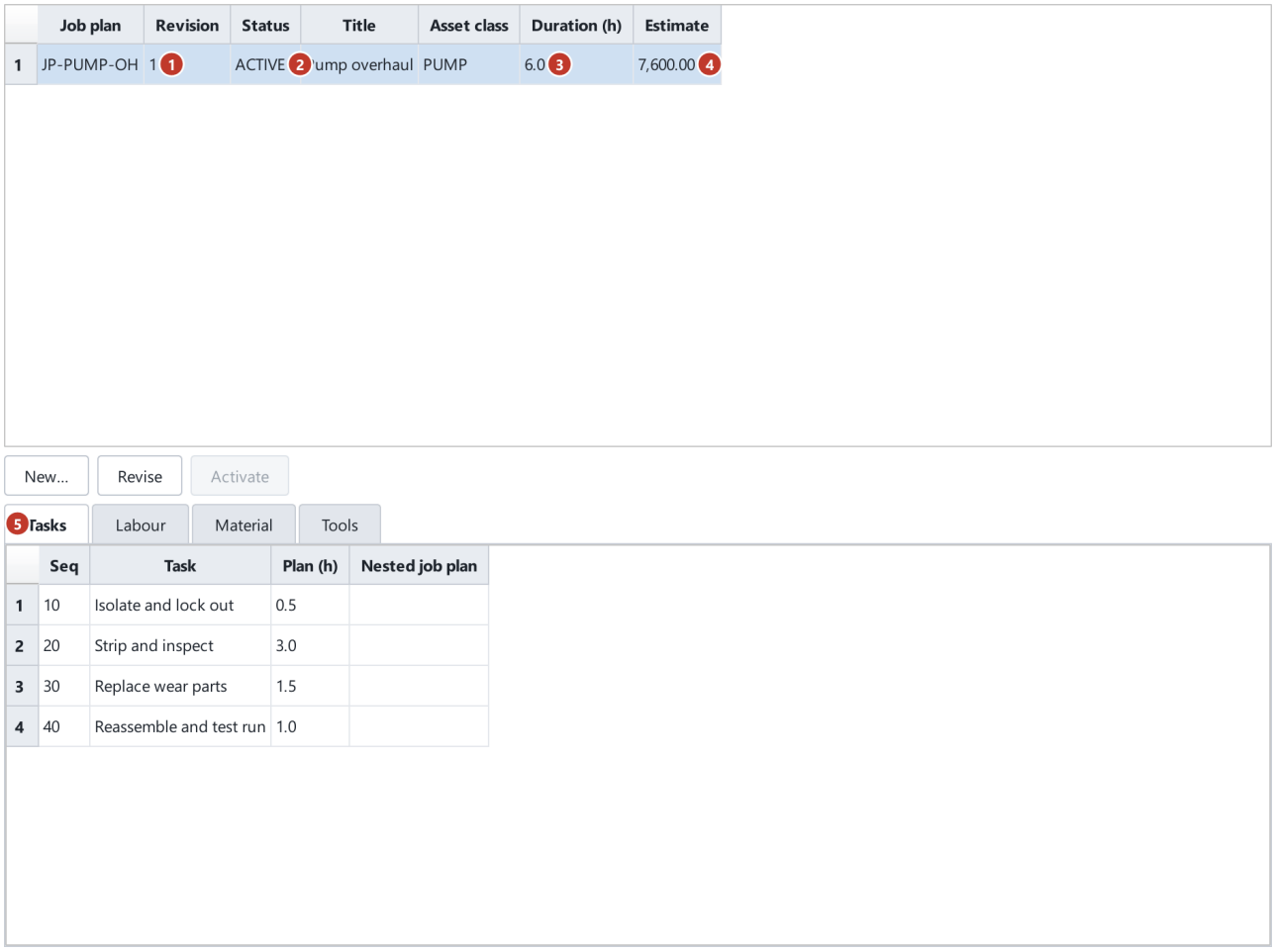
11. ② **Click Activate** with the new row selected.



Step 11 — the draft in the list

- ① Status: PNDREV, the draft that OK created.
- ② Activate: the button to click.

Part 4 — The result, picture by picture



The window after Activate

- ① Job plan: JP-PUMP-OH, Revision 1, Title Pump overhaul, Asset class PUMP. On an asset of another class ReliaEn asks before it applies the plan.
- ② Status: ACTIVE, the revision in use: it can be applied and is no longer edited.
- ③ Duration (h): 6.0, the four tasks added up: 0.5 + 3.0 + 1.5 + 1.0.
- ④ Estimate: 7,600.00. Labour 6.0 × 350 + 1.0 × 400 = 2,500, plus material 1 × 4,800 + 2 × 150 = 5,100. The torque wrench adds nothing: tools carry no cost.
- ⑤ The Tasks tab: the four tasks of the active revision, read-only now.

Part 5 — How to interpret the results

Is the plan ready? Yes: every overhaul work order planned with it carries the four tasks and a planned cost of 7,600.00, against which its actual cost is set on the work order's Cost tab (Planned, Actual, Variance). Check the hours and the rates now, before the first work order uses them.

What does the duration measure? Task hours, not crew hours: two technicians on one task add its hours once to Duration (h) and twice to the labour of the estimate. Here 6.0 hours of tasks carry 7.0 labour hours (MECH 6.0, ELEC 1.0).

How is the plan changed later? Click Revise on the ACTIVE row: ReliaEn copies it to revision 2 as PNDREV, which you edit and then Activate; revision 1 becomes REVISED. Work orders already planned keep the revision they were given, so their variance is measured against that plan.

Where is it used? On a work order, with Apply job plan… on its Tasks tab, or on a PM schedule, in the Job plan list of CMMS ▸ PM Calendar…, so that every work order the schedule raises arrives with the tasks and the planned cost.