



东亚糖业 PPP 项目
EAS PPP Project




流程文档
Process Document

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Process Name :	<i>Corrective Maintenance Process-Notification</i> (故障性维修报修流程)
Process ID	<i>EAS_BP_Plant_14_01</i>

Status: <input type="checkbox"/> In Process <input checked="" type="checkbox"/> Completed	
确认人 Reviewed by:	审批人 Approved by :

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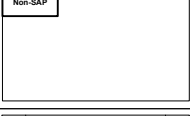
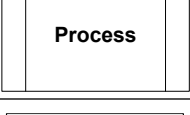
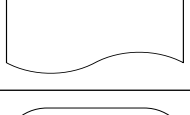
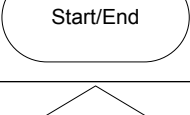
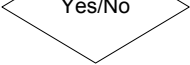
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1. 文档历史 Document History


Version	Status	Date of Change	Change	Author
1.0	创建			黄俊植

2. 图形说明 Legend

The following describes the symbols used in the process map:

	手工操作 Manual Transaction
	在 SAP 中操作的流程步骤 SAP Transaction
	在非 SAP 中操作的流程步骤 Non-SAP Transaction
	SAP 流程 SAP Process
	文档 Document
	开始/结束 Start/End
	业务操作判断 Decision

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	跨页连接 Page Connector
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3. 基本概述 General Overview

3.1 适应范围 Standardization level Definition

行业(Industry)	Sugar	Fertilizer	Bio-energy
适用(Y/N)	Y	Y	Y

3.2 流程说明 Process Introduction

- 1、部门设备负责人巡检设备有无故障，如判断需要维修，通过移动端应用程序查看系统通知记录，无如该故障的维修通知，则利用移动客户端应用程序或扫描设备上二维码进行创建新的维修通知；如果已有该故障的维修通知，则需移动端应用程序跟踪维修状态，直至维修结束。

The responsible person of the equipment shall check whether there is equipment breakdown. If maintenance required, check the mobile whether there is a notification already. In case of no notification yet, utilize the mobile APP or scan the QR code on the equipment to create notification of maintenance. If there is notification already, use the mobile APP to track the progress until the end of the maintenance.


- 2、部门设备责任人在新创建维修通知时要判断是否需要停机：（1）如果不需要停机维修，则利用应用程序创建故障性维修通知（通知类型 CM-不需停机处理）；（2）如果需要停机维修，则同样利用应用程序创建故障性维修通知（通知类型 BM-需要停机处理）。以上创建通知后，系统会发送维修申请审批邮件至权限领导，审批是否需要维修

The responsible person of the equipment shall decide whether it is required to shut down the equipment when creating the notification of maintenance. (1) If equipment shut-down unrequired, utilize the APP to create the corrective maintenance notification (CM – shut-down unrequired). (2) If equipment shut-down required, utilize the APP as well to create the corrective maintenance notification (BM – shut-down required). With the creation of the said notification, the system will send email to the authorized leader for maintenance approval.

- 3、权限领导审批同意后进入维修订单处理流程。

With the authorized leader's approval, move onto the maintenance order process.

3.3 业务效益 Business Benefit

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- 设备的业务部门可利用设备上二维码扫码或移动端应用程序创建维修通知或跟踪设备维修状态，方便迅速，可实时跟踪设备状态，保证设备运转正常。
 The business department can utilize the QR code on equipment or mobile APP to create maintenance notification or track maintenance progress, helpful for tracking equipment status and guaranteeing smooth equipment operation.



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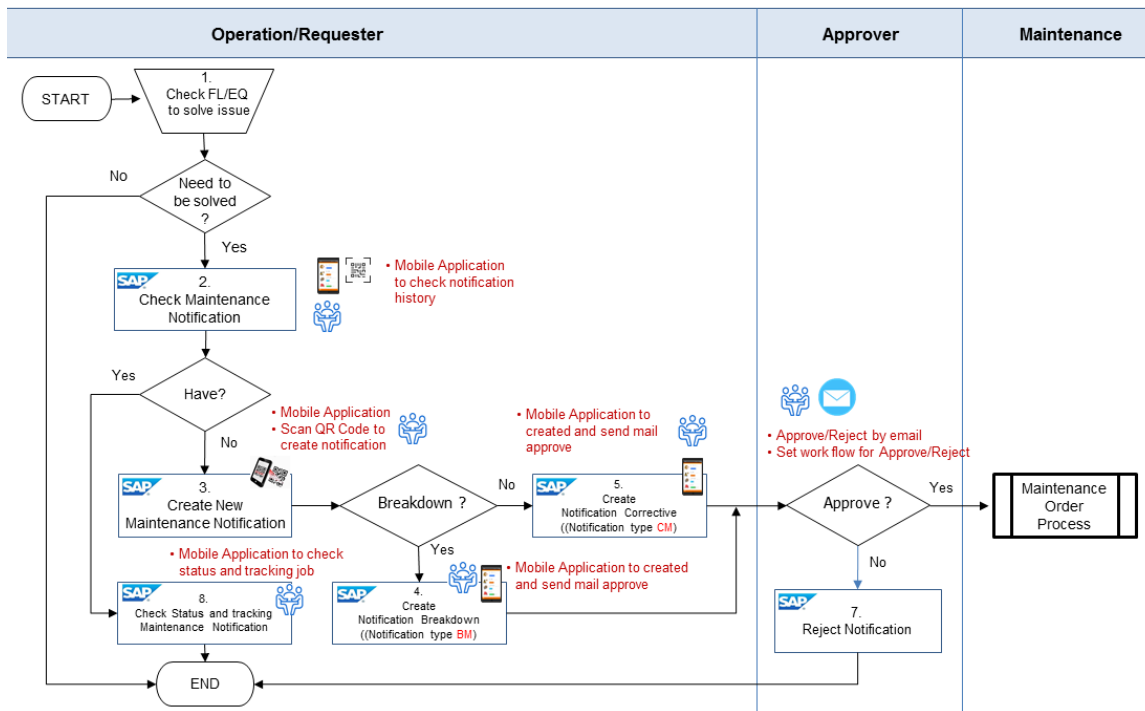
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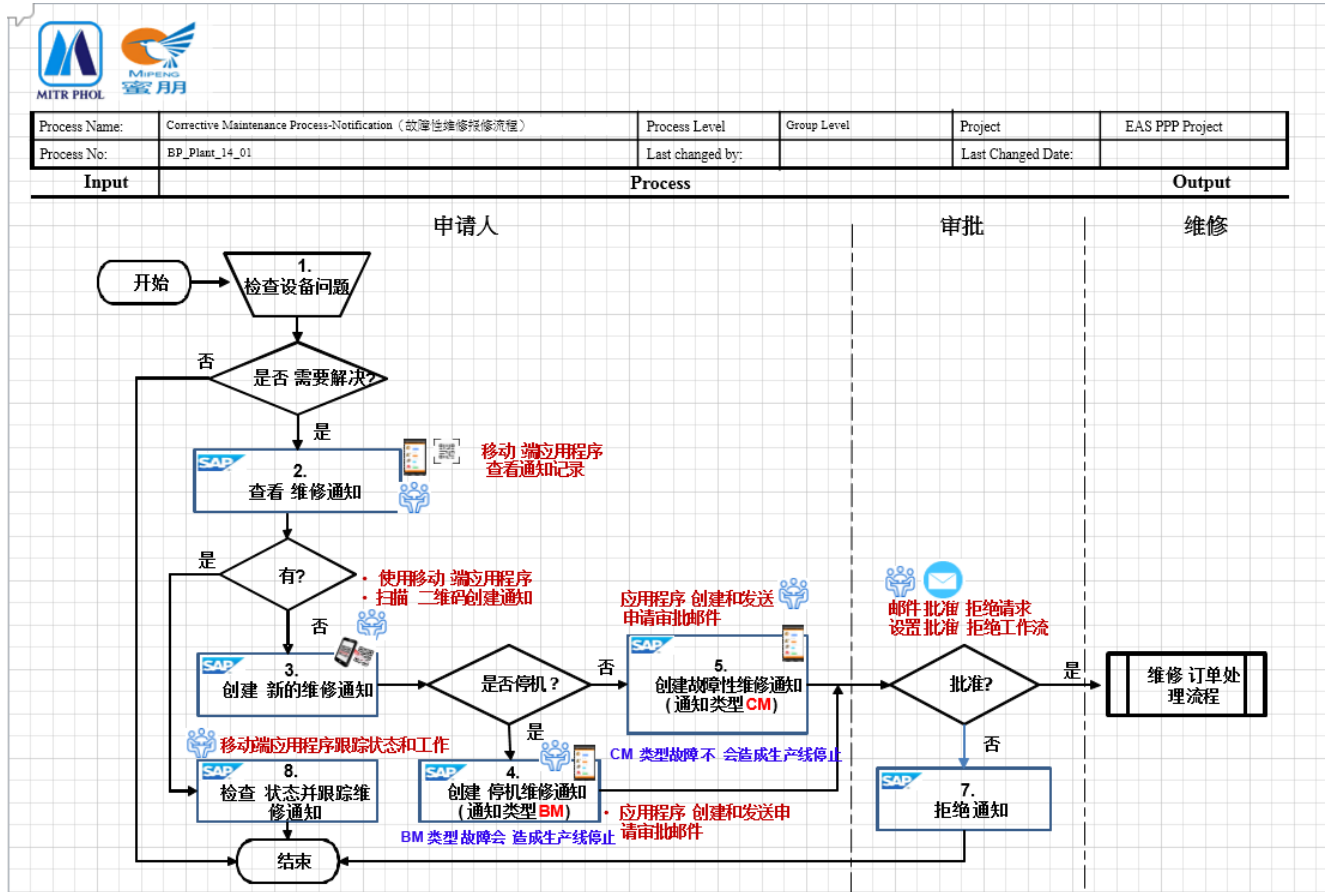
4. 流程图 Visio Process Workflow



Corrective Maintenance Process-Notification



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5. 流程步骤说明 Process Details

步骤 Step:	描述 Description:	巡检设备 Equipment inspection
1	部门角色 Dept./Role:::	设备负责人/岗位人员 Responsible person/person on the position
	输入 Input:	检查设备有无故障 Check whether there is equipment breakdown
	输出 Output:	确定是否需要维修 Determine whether maintenance required
	Tcode:	
	Process ID:	



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步骤 Step:	描述 Description:	利用移动端应用程序或扫描设备上二维码查看设备维修通知记录 Utilize mobile APP or scan QR code on equipment to check the record of maintenance notification
2	部门角色 Dept./Role:::	设备负责人/岗位人员 Responsible person/person on the position
	输入 Input:	移动端应用程序或扫描设备上二维码查看设备维修通知记录 Check the record of maintenance notification through mobile APP or equipment QR code scan
	输出 Output:	设备维修通知记录 Record of equipment maintenance notification
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	移动端应用程序或扫描设备上二维码创建设备维修通知 Create equipment maintenance notification on mobile APP or by scanning QR code on equipment
3	部门角色 Dept./Role:::	设备负责人/岗位人员 Responsible person/person on the position
	输入 Input:	移动端应用程序或扫描设备上二维码创建设备维修通知 Create equipment maintenance notification on mobile APP or by scanning QR code on equipment
	输出 Output:	维修通知 Maintenance notification
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	判定需停机维修, 创建 BM 维修类型 Create BM in the event of equipment shut-down required
4	部门角色 Dept./Role:::	设备负责人/岗位人员 Responsible person/person on the position
	输入 Input:	利用移动端创建需要停机的维修类型通知(BM) Utilize mobile APP to create BM (equipment shut-down required)
	输出 Output:	需要停机的维修类型通知 BM
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	判定不需停机维修, 创建 CM 维修类型 Create CM in the event of equipment shut-down unrequired
5	部门角色 Dept./Role:::	设备负责人/岗位人员 Responsible person/person on the position
	输入 Input:	利用移动端创建不需要停机的维修类型通知 (CM) Utilize mobile APP to create CM (equipment shut-down unrequired)
	输出 Output:	不需要停机的维修类型通知 CM
	Tcode:	
	Process ID:	



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步骤 Step:	描述 Description:	在步骤 2 查看有该故障维修通知后在系统上跟踪维修状态直至结束 With notification, track the progress until the end of the maintenance
6	部门角色 Dept./Role:::	设备负责人/岗位人员 Responsible person/person on the position
	输入 Input:	利用移动端跟踪维修通知及状态 Utilize mobile to check maintenance notification and status
	输出 Output:	维修通知及状态 Maintenance notification and status
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	权限领导审批 Approved by authorized leader
7	部门角色 Dept./Role:::	权限领导 Authorized leader
	输入 Input:	利用移动端审批维修通知 Examine and approve maintenance notification on mobile APP
	输出 Output:	审批结果: 拒绝后结束、同意后进入维修流程 Request ended if rejected, maintenance process commenced if approved
	Tcode:	
	Process ID:	

6. 报表/表单 Report/Form List

No.	Name	Description	Report /Form	Priority H/M/L	Comment

7. 接口 Interface

无

8. 差异分析与转变管理 Fit Gap and Transformation

现状 As-Is: 1、现有报修流程未上系统 the current maintenance application process is not system; 2、未能使用移动端应用程序或二维码技术进行报修 maintenance application

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cannot be done on mobile APP or QR code technology; 3、未能使用移动端应用程序进行维修通知审批 maintenance notification cannot be approved on mobile APP。4、维修通知无提醒功能修功能 there is no reminder of maintenance。

将来 To-Be: 以上全部能实现，线上创新维修通知及审批，并有提醒功能，及时排除故障，提供设备生产安全率。 All the abovementioned functions, including on-line notification creation and approval and reminder, would be realized to deal with equipment breakdown timely and increase the equipment efficiency.

9. 参考文档 Other Reference Document

No.	Name	Description	Hyperlink

10. 附录 Appendix