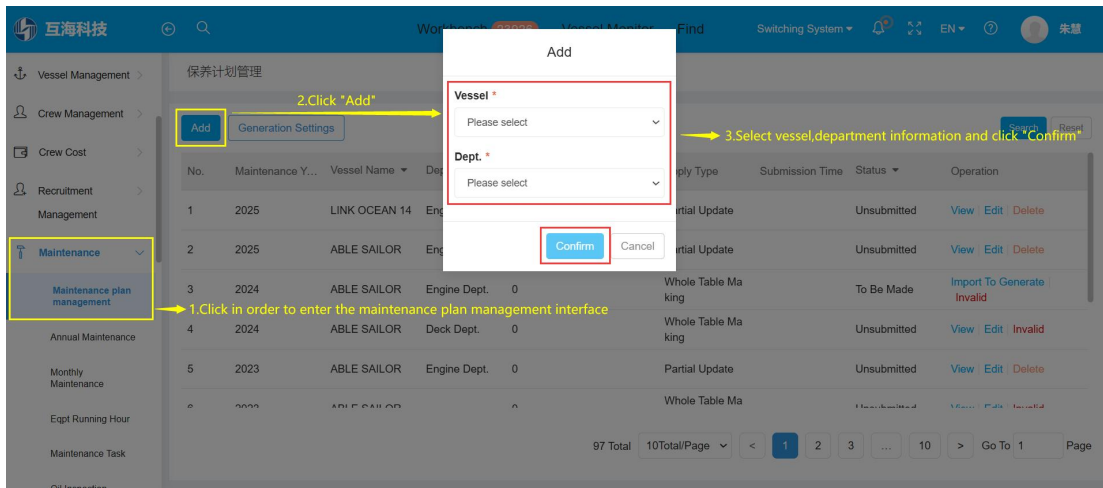# How to add an annual maintenance plan (Document)

Users log in to the OLISS web side and click "Maintenance → Maintenance Plan Management" in order to enter the maintenance plan management interface, click "Add", select vessel and department, and click "Confirm" to enter the select maintenance plan interface.In the interface, click "Next Step" into the update maintenance plan interface.Click "Add" to enter the select eqpt. interface, filter devices by condition and click the **"+"** icon to the right of the target device. In add maintenance item interface, complete the relevant information (with * required), and click "Confirm". Then return to the update maintenance plan interface , the update type is "Add", finally click "Submit".

Select Eqpt.

| | LINK OCEAN 14 | Please Select Main System | Please Select Subsystem | Group | Eqpt. Name | Search |

Reset

No.	Subsystem	Eqpt. Name	Eqpt. No.	Eqpt.Type	Manufacturer	Manufacture Date	Operation
1	Starting Air System	空压机	AS-0102-152-001				+
2	Mooring Equipment	锚机	DO-0201-618-001				+
3	Mooring Equipment	绞缆机	DO-0202-619-001				+
4	Mooring Equipment	锚链孔及锚链冲水装置	DO-0204-163-001				+
5	Mooring Equipment	锚	DO-0204-620-001				+
6	Mooring Equipment	锚链附件	DO-0204-621-001				+

7. Click the "+" icon to the right of the target device

31 Total 10Total/Page < 1 2 3 4 > Go To 1 Page

Add Maintenance Item

Maintenance Item No. *	Period Type *	Maintenance Period(Month) *	Maintenance Period Tolerance(Day) *
Please enter	Month	Please enter	0

Responsible Dept. *	Maintenance Type *	P.I.C. *	OrderID *
Engine Dept.	Please select	Please enter	Please enter

Maintenance Part	License must be uploaded *	Days of Task Generated In Advance *	Specified Maintenance Process
Please enter	Required	7	Default

Maintenance Item *   Maintenance Request *

You can set whether to associate consumption when performing maintenance tasks. If it is set to "Required", the associated consumption will become a required item with * in the maintenance execution interface

Next Maintenance Date *	Item Identifier *	PMS Code *	Associated consumption required or not
Please select	PMS	SELECT the code FROM the backgrou...	Not Required

Attachment must be uploaded *

No

Project identification can be set here. After successful setting, the maintenance task will have the PMS identification

8.Complete the relevant information (with * required), and finally click "Confirm"   Confirm   Cancel

LINK OCEAN 14-Engine Dept.2024Update Maintenance Plan

Add   Data Initialization   Select Maintenance Plan   All Invalid   Restore-all   Reset

Maint	Update Type ▾	Eqpt. Na	Maintenance Type ▾	Update Content	Maintenance Item	Maintenance Request	P.I.C. ▾	Maintena...	Jan	F	
12.24.1	Add	锚机	General	Added This Item	Windlass		SAE	3Month±0Day			Invalidate This Page View | Edit | Delete

After completing step 8, return to the "Update Maintenance Plan" interface and change the update type to "Add"

1 Total   10Total/Page ▾

9. Click "Submit"

Save   Submit   Cancel

Next Step:

After adding maintenance items, you can check the approval status of the added maintenance items in the "Maintenance Plan Management" interface through the filter bar, as shown in the figure below:

Workbench 23897   Vessel Monitor   Find   Switching System ▾   EN ▾   朱慧

Maintenance ▾

Maintenance plan management

Annual Maintenance

Monthly Maintenance

Eqpt Running Hour

Maintenance Task

Oil Inspection

Repair Management

Stock Management

Purchasing Management

Vessel Service

保养计划管理

Add   Generation Settings

Search   Reset

In maintenance plan management interface, click "View" on the right side of the target record to query the approval progress

No.	Maintenance Y...	Vessel Name ▾	Dept. ▾	Numbers of Maintenance I...	Apply Type	Submission Time	Status ▾	Operation
13	2025	LINK OCEAN 14	Engine Dept.	1	Partial Update	2024-12-20	Approving	Export｜View
14	2025	LINK OCEAN 1	Deck Dept.	1	Partial Update	2024-12-20	Approving	Export｜View
15	2025	LINK OCEAN 14	Engine Dept.	3	Partial Update	2024-12-19	Approving	Export｜View
16	2025	LINK OCEAN 14	Engine Dept.	1	Partial Update	2024-12-18	Approving	Export｜View
17	2025	LINK OCEAN 14	Engine Dept.	2	Partial Update	2024-12-18	Approving	Export｜View
18	2025	LINK OCEAN 14	Deck Dept.	54	Partial Update	2024-12-18	Rejected	View｜Remake

96 Total   10Total/Page ▾   <   1   2   3   …   10   >   Go To 2   Page

保养计划管理

Add   Generation Settings