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".
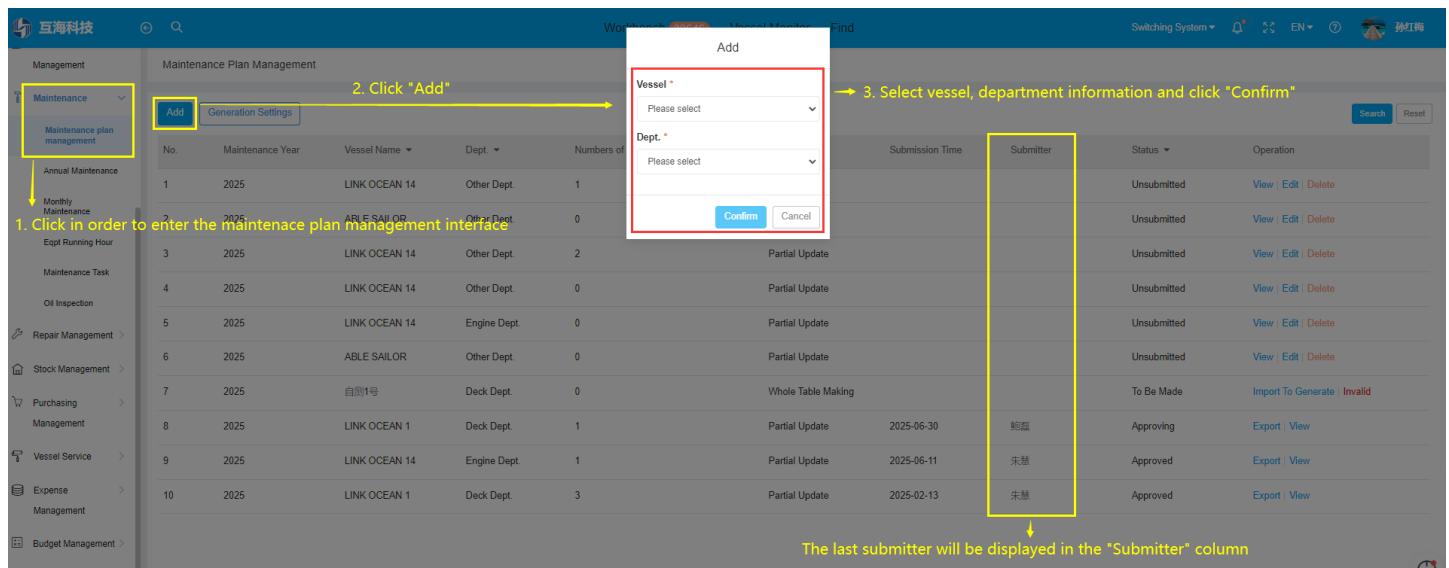
2024 ▼ ☐ First Half Year ☑ Second Half Year Search Reset

Maint	Eqpt. Na	Maintenan...	Maintenance Item	Maintenance Reque	Dept.	P.I.C. ▼	Mainten...	Last Inspe...	Jul / All ▼	Aug / All ▼	Sept / All ▼	☐
1	空压机	Critical	检查再检查12121		Engine Dept.	二管	Irregular(开航前)					☐
1	自动化监…	General	主副机自动遥控系统	指示灯仪表检查不良者修理，换新安全保护…	Engine Dept.	轮机长	Irregular(航次检查)					☐
2	机舱报警…	General	机舱报警监测装置	指示灯，仪表声光信号及显示装置检查各种…	Engine Dept.	轮机长	Irregular(航次检查)					☐
3	监测报警…	General	温度监测元件	检查密封状况，绝缘及引线是否良好	Engine Dept.	轮机长	12Month±0 Day					☐
4	监测报警…	General	压力监测元件	检查微动开关，电缆引线测量管系及输出信…	Engine Dept.	轮机长	6Month±0Day					☐
5	监测报警…	General	液位监测元件	检查元件功能，清洁浮子，测试监测装置	Engine Dept.	轮机长	12Month±0 Day					☐

37 Total 10Total/Page ▼ < **1** 2 3 4 > Go To 1 Page

4.Click "Next Step" ← Next Step

5.Click "Add"

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		Invalidate This Page

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6. Filter devices by condition

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

Vessel:LINK OCEAN 14　　　Eqpt. No.:QL-0300-000-001　　　Eqpt. Name: 消毒柜及饮水机 ✎ Renew　　　Eqpt. Type:

Maintenance Item No. *　105
Period Type *　Month
Maintenance Period(Month) *　1
Maintenance Period Tolerance(Day) *　16

Responsible Dept. *　Other
Maintenance Type *　General
P.I.C. *　厨工
OrderID *　5

Maintenance Part　Please enter
License attachments are required or not ⓘ　Optional
Days of Task Generated In Advance *　7
Specified Maintenance Process　Default

Maintenance Item *　消毒柜及饮水机

Maintenance Request

7 / 3000　　　　11 / 3000

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

Next Maintenance Date *　2024-04-15

Item Identifier *　PMS
PMS Code * Check CCS Standard Items　15.2.3
Associated consumption required or not　Not Required

Attachment must be uploaded　No
Old Vessel Identification　No
Maintenance Requirements Attachment　Upload

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

You can also be upload Maintenance Requirements Attachment

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

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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	Fe	Invalidate This Page
12.24.1	Add	锚机	General	Added This Item	Windlass		SAE	3Month±0Day			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:

Management

Maintenance ▾
　Maintenance plan management
　Annual Maintenance
　Monthly Maintenance
　Eqpt Running Hour
　Maintenance Task
　Oil Inspection
Repair Management ▾
Stock Management ▾

Maintenance Plan Management

Add　Generation Settings　　　Search　Reset

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

No.	Maintenance Year	Vessel Name ▾	Dept. ▾	Numbers of Maintenance Items	Apply Type	Submission Time	Submitter	Approving ▾	Operation
1	2025	LINK OCEAN 1	Deck Dept.	1	Partial Update	2025-06-30	鲍磊	Approving	Export | View
2	2025	自别1号	Engine Dept.	1	Partial Update	2025-06-04	孙红梅	Approving	Export | View
3	2025	LINK OCEAN 1	Deck Dept.	1	Partial Update	2025-06-04	孙红梅	Approving	Export | View
4	2025	自别1号	Engine Dept.	1	Partial Update	2025-06-04	孙红梅	Approving	Export | View
5	2025	LINK OCEAN 14	Other Dept.	3	Partial Update	2025-04-14	朱慧	Approving	Export | View
6	2025	LINK OCEAN 14	Engine Dept.	1	Partial Update	2025-02-14	朱慧	Approving	Export | View