

How to execute maintenance tasks online on the web side (Document)

After the maintenance task is generated (in the monthly maintenance plan interface), the "maintenance order" task will appear on the personnel workbench with execution authority.

Users can log in to the Web terminal and follow the following steps 1-3:

The screenshot displays the OLISS web terminal interface. At the top, the 'Workbench' section shows a count of 20570. Below this, a 'To-do List' section provides a summary of tasks: All (11286), Due (742), Overdue (10526), and Reminders (18). The 'Workflow Task (220)' section includes categories like Annual Maintenance (8), Maintenance Order—Approve (34), Maintenance Order—Accept (141), Deferred maintenance (28), and Oil Inspection—Execute (7). The 'Waiting Task (11048)' section lists Maintenance Order (720), Maintenance Order (10067), Oil Inspection (4), Oil Inspection (248), Annual Maintain (3), and Eqpt. Running Hour (6). A red arrow points from the 'Maintenance Order (10067)' box to the 'Maintenance list to be executed' section.

The 'Maintenance list to be executed' section features a search bar with filters for 'Please select a time range', 'Planned Maintenance Date Order', and 'Keywords Searching'. Below the search bar is a table with columns: Vessel, Maintenance I..., Eqpt. Name, Maintenance Item, Maintenance ..., Responsible ..., P.I.C., Maintenance ..., Planned, and Operation. The table lists three maintenance items for 'LINK OCEA N 1' vessels, all related to '空气系统' (Air System). The first item is '空气系统检查管...', the second is '水泵清洗', and the third is '水泵清洗'. The 'Operation' column for each row contains 'Execute' and 'Delay Request' buttons. A red arrow points to the 'Execute' button of the second item.


The 'Maintenance Details' section is shown below the table, with a red box highlighting the form fields. The fields include: 'Finish Date' (2018-03-08), 'Completion Status' (Please enter), 'Reason for Delayed Reporting' (Please enter), and 'Maintenance Attachment' (Upload). There is also a 'Related Goods Consumption' section with an 'Add +' button. At the bottom right, there are 'Comment', 'Save', and 'Submit' buttons. A red arrow points from the 'Submit' button back to the 'Maintenance list to be executed' section.

Annotations in red text provide instructions: '1. Log in to the website of OLISS, enter the workbench interface by default, and click "Maintenance Order"', '2. Click "Execute" on the right side of the target item', and '3. Complete the relevant information (with * required), upload attachments as needed, add related goods consumption, and finally click "Submit"'. A note also states: 'Target maintenance items can be found by filtering columns and keywords' and 'If there are special circumstances, you can click "Delay Request"'. A 'Task Progress' bar is visible at the bottom left.

Add Maintenance Delay Request

Vessel: LINK OCEAN 1	Eqpt. Name: 空气系统	Type/Specifications: 0182
Maintenance Type: General	Responsible Dept.: Engine Dept.	P.I.C.: 李礁礁
Maintenance Order No. : M180200007	ID: 71299	Maintenance Item No.:
Maintenance Part:	Maintenance Period: 1	Item Identifier: Unknown
Planned Maintenance Date: 2018-02-08	Last Maintenance Date: 2018-12-29	Old Vessel Identification: No
Maintenance Item: 水泵清洗		Status: Executing
Maintenance Request:		

Delay Maintenance Date *



Please select 

Maintenance Delay Reason *

Please enter

Please enter maintenance delay reason.

Quick phrase: 忘记了 维修中 检查, 未启动 信号不好, 好了会及时维护 [Edit](#)

After clicking "Delay Request", you need to select the delay maintenance date and fill in the maintenance delay reason(with * required), upload attachments as needed, and finally operate "Submit"  

Next Step:

After the maintenance task is completed, the maintenance sheet will become "Accepting" according to the approval process node, and be transferred to the acceptance personnel workbench.