

	National Defence Défense Nationale		<a href="#">Back to the DID List</a>
<b>DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES</b>			
<b>1. TITLE – TITRE</b>		<b>2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION</b>	
<b>QUARTERLY MAINTENANCE REPORTS</b>		<b>DID 14.18</b>	
<b>3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET</b>			
<p>The purpose of the Quarterly Maintenance Report is to provide a summary by discipline of (Communication &amp; Electronic versus Facilities), site equipment, Work orders, ESR's and task card number as appropriate for Labour Use Codes (LUC) 72,73,74,76,77,78 and PGS systems including MSE and any exceptions.</p>			
<b>4. APPROVAL DATE DATE D'APPROBATION</b>	<b>5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)</b>	<b>6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT</b>	
TBD	NWSO Technical Authority (TA)	N/A	
<b>7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE</b>			
<p>CDRL- 14.18 and SOW paragraph 14.18. This DID contains the format and content preparation instructions for the data generated under the Work tasks described in the NWS O&amp;M SOW Quarterly Maintenance Reports.</p>			
<b>8. ORIGINATOR - AUTEUR</b>		<b>9. APPLICABLE FORMS - FORMULES PERTINENTES</b>	
NWSO TA		NIL	
<b>10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES</b>			
<p>10.1 <u>Source Document</u> NWS SOW Section14,paragraph 14.18</p> <p>10.2 <u>Content and Format</u></p> <p>10.2.1 The Quarterly Maintenance Report must be prepared in electronic format and delivered in a Contractor purposed, Canada accepted format three months after Contract award and every quarter thereafter. The plan must be available on line.</p> <p>10.2.2 The Quarterly Maintenance Report must include:</p> <ul style="list-style-type: none"> <li>a. <u>Preventive Maintenance Inspection Exception Report (LUC 73 Work orders);</u> Included in this will be the reason for the exceptions. When a site misses its complete PMI visit in a particular quarter, a narrative report as to why it was missed is required. The report must detail the chronological efforts to make the visit happen and the reason those efforts failed.</li> <li>b. <u>Corrective Maintenance completed (LUC 72 emergency maintenance), (LUC 74 corrective maintenance) Work orders;</u> The listing for outstanding CMs must include: <ul style="list-style-type: none"> <li>(1) CMs grouped by open 1-90 days;</li> <li>(2) CMs grouped by open 91-180 days; and</li> <li>(3) CMs open longer than 180 days.</li> </ul> </li> <li>c. <u>Capital Projects completed (LUC 76);</u></li> <li>d. <u>Self Help projects completed (LUC 77); and</u></li> <li>e. <u>Minor Modifications completed (LUC 78).</u></li> </ul> <p>10.2.3 <u>The Power Generation Report.</u></p>			

The Contractor must prepare and submit the quarterly Power Generation Report, which must contain at a minimum by zone and by site for each Diesel Electric Generator (DEG):

- a. Status available (GREEN), emergency use (AMBER), and unavailable (RED) and the reason for amber and red status;
- b. Current hours; and
- c. Overhauls completed in the last quarter, in progress or planned for the next quarter.

10.2.3.1 The Power Generation Report must be in a format proposed by the Contractor and accepted by the NWSO TA, and the TA reserves the right to have the Contractor amend the format and content of the report at any time.

10.2.4 Five Year Ops and Sustainment plan. A narrative addressing the deviations between the planned Work scheduled to happen in the quarter as per the Five Year Operations and Sustainment Plan SOW section 1.30.2 and the Work not completed. The narrative is to describe the impact these deviations have on, as a minimum budget, labour resources and transportation, and is to include a corrective action plan to eliminate or mitigate these impacts.

10.2.5 The Report. The report is due 15 days business days after the end of each quarter.