

6 signs

that it is time to digitize your
maintenance management



**Dimo
Maint**

E-book No. 1 — Maintenance & you

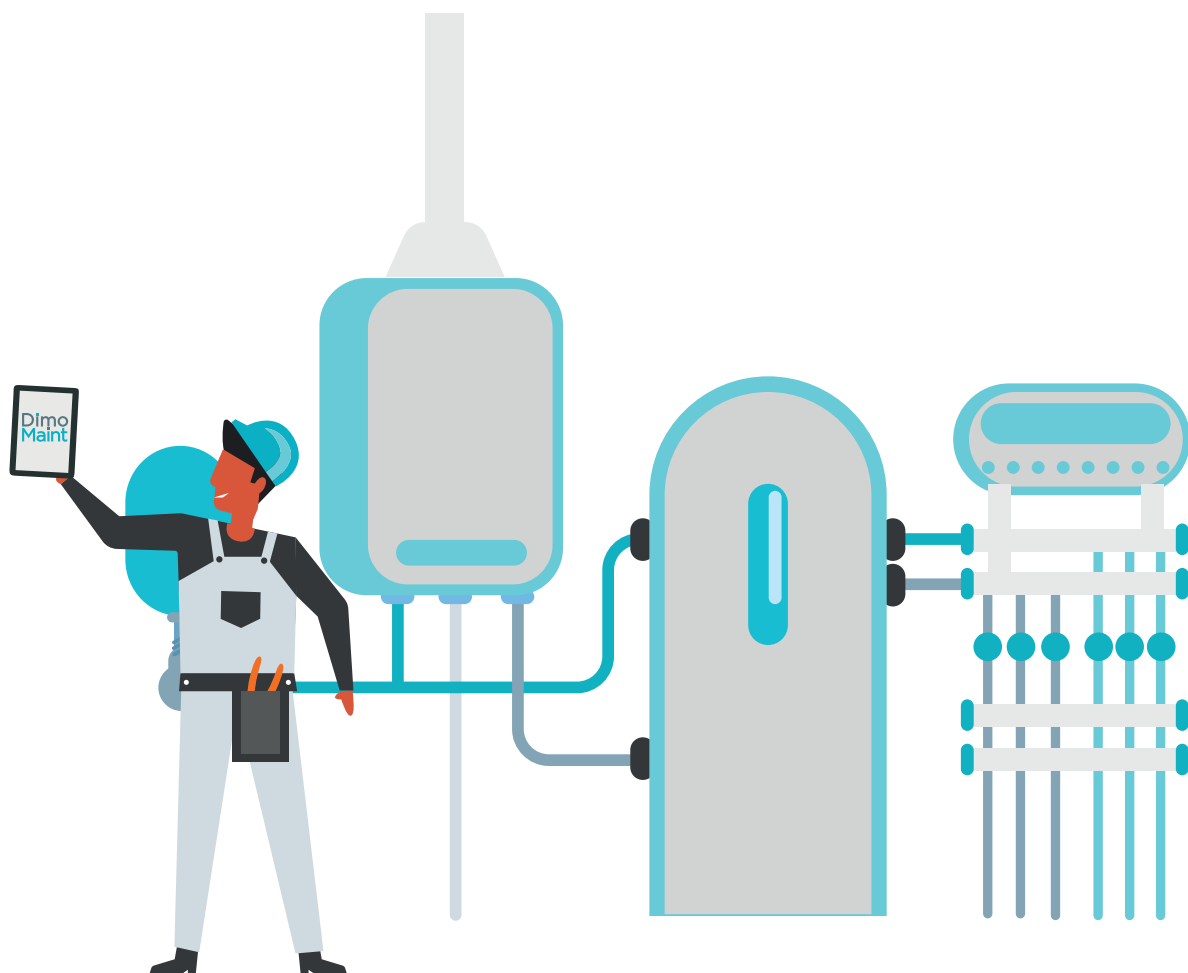
INTRODUCTION

Digital technology to help you solve your maintenance problems

Faced with a changing level of requirement placed on maintenance departments to obtain **effective maintenance at minimal cost**, digitalising your maintenance operations may be your best weapon.

CMMS (Computerised Maintenance Management System) is dedicated software for managing maintenance and has become **an essential tool** to support all the stakeholders involved in the method maintenance department on a daily basis.

Have you not yet begun digitalising your maintenance? Do you have questions about the usefulness of CMMS? Don't worry: in this ebook, we will help you **identify the main signs that it is time to digitalise your maintenance management**.



SIGN No. 1

You need to improve knowledge of your assets

“How many times has this machine been repaired this year? How much money has been invested to repair this machine in the past six months?”

You are disorganised. **You don't have a 'health record' for each of your assets.**

You find it difficult to have a precise and exhaustive history of the actions carried out on your machine inventory.

You would like to optimise your costs with detailed and specific data for each machine.

IMPROVING KNOWLEDGE OF YOUR ASSETS

What features could help you?

CMMS enables you to:

- **Inventory** the assets and create a tree structure
- **Locate** the asset quickly
- **Have an asset form** containing all its information: history, purchase cost, supplier, serial number and subcontractor
- **Create a history** over time for each machine, with best practices and work procedures
- **Have the information necessary** to take the decision that it is time to replace an asset
- **With the QR Code, you can automate a machine's authentication** and link it to the CMMS database to view its information.



SIGN No. 2

You have a passive approach to maintenance instead of controlling it

Your assets are often out of order, you most often work in **'fire-fighter' mode** and you only do repairs. **You are reactive and not proactive.**

Working quickly and being effective is great, BUT avoiding failures, reducing their impact,

reducing response times, and maintaining or reducing costs are also crucial objectives in **anticipating your work.**

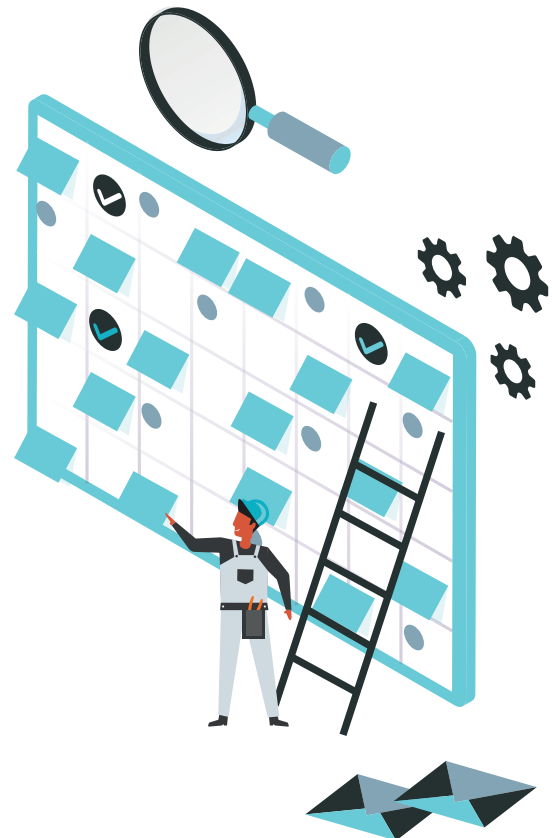
Putting in place an effective preventive maintenance plan correlates with the deployment of a CMMS solution.

STOP HAVING A PASSIVE APPROACH TO MAINTENANCE

What features could help you?

CMMS helps you:

- **Define the calendar and scheduled maintenance tasks** based on advice from the manufacturer or regulatory standards, for each asset or for the most critical or strategic assets
- **Carry out the scheduled maintenance** in the period determined
- Measure the **percentage of tasks carried out** within the time set
- **Inform your teams** of the scheduled maintenance completion rate



SIGN No. 3

You want to have a sufficient amount of critical parts without 'overstocking'

You don't have very precise visibility over your parts stock and even less of an accurate valuation. Your spare parts are often out of stock. Your technicians are sometimes prevented from carrying on with their work. **You often have work delays due to inventory problems.** Your effectiveness is therefore directly affected.

CMMS enables you to anticipate, plan and organise work better. Also, if you reserve a part enough time in advance to then have time to replenish and use it, you don't need to store the part in question. The purchase will be on demand without storage costs.

HAVING THE RIGHT NUMBER OF CRITICAL PARTS

What features could help you?

With CMMS, you can:

- **Save time finding information** by offering a direct link between assets and items: what part do I need to change on which asset? How many items do I have in stock for a given type of asset?
- **Control and value all the entries and issues of spare parts** (accurate weighted average price, more accurate cost valuation and reliable stock valuation)
- **Keep an inventory** and rectify physical quantities versus theoretical quantities recorded in the software
- **Improve cost valuations**
- **Set thresholds and send alerts**
- **Detect dead stocks** to remove them from the stock value



SIGN No. 4

You are missing data and key indicators (KPIs) to value your work and manage your activity

You aspire to more efficient maintenance, in particular by optimising your operational effectiveness and reducing your costs.

In internal meetings, you often find yourself having to justify requests to renew assets or needs for additional resources. **You are asked to provide clear and precise reports at regulatory inspections.**

By analysing the asset failures, downtimes, use of resources and spending habits with CMMS software,

you will have all the keys to take strategic decisions and implement changes which will add value or reduce risks, and this will improve your results.

Your activity's analytical data will also give you a better idea of the specific points on which you must focus your efforts, and will help you identify the chronic equipment problems, draw up comparisons with your industry's standards and **identify the best maintenance practices.**

OPTIMISING YOUR WORK & MANAGING YOUR ACTIVITY

What features could help you?

CMMS enables you to:

- **Monitor the indicators** relating to the team or department's activity (attendance times, time spent on work, breakdown by type or work, number of jobs, etc.)
- **Assess the results** obtained in terms of failure rates, measuring quality and asset productivity (main assets' OEE for example)
- **Gain an overview of spending** per cost origin (internal and external labour, spare parts purchased and issued from stock) per type of work (preventive/corrective, etc.), or according to the tree structure of assets maintained.



SIGN No. 5

You handle too many Excel files in the department
the information is not formalised or shared

Over time, many Excel files have started to co-exist in the department and have become a real headache.

Managing your maintenance with Excel files involves regular, manual data updates: a laborious process that may create errors and duplicate entries. It is far too easy not to be rigorous in a spreadsheet: inputting incomplete costs will distort the stock valuation.

In many maintenance departments, each person creates and manages their own Excel file: **the information is not shared and is used incorrectly.**

It's the same with maintenance management on paper!

Another symptom is that **many organisations don't have an effective process for processing work requests.** Many maintenance managers still receive work requests by telephone, email, post-its or simply from word to mouth. They are expected to remember the nature of the problem, where it is located, the system it is part of and the person who requested it...!

MANAGING AND SHARING INFORMATION BETTER

What features could help you?

CMMS helps you remove the paperwork and the Excel files, as well as to:

- **Automate the work request process**, from creation to closure
- **Promote communication and information sharing** with the workflow and automated alerts
- **Put together a single maintenance repository** — a real knowledge base for your whole asset inventory
- **Save time finding information** (technical documentation, plans, diagrams, parts lists, etc.)
- **Promote shared experience**
- **Simplify reporting and the analysis of data** relating to costs, work and stocks
- **Improve budgetary monitoring**



SIGN No. 6

Your technicians are running all over the place all the time

Your company's maintenance technicians waste too much time and energy going back and forth in the workshop and to the supplier to:

- Find documentation
- Pick up spare parts
- Input data
- ...

In addition to wasting time in their work and being less productive, your technicians are frustrated because inputting data is a time-consuming activity that annoys them and takes them away from what they really like about their work: being in the field.

OPTIMISING TECHNCIANS' TIME AND ENERGY

What features could help you?

With a CMMS both in web and mobile format, your technicians can:

- **Plan more work**, which will cause less stress
- **Access all the information** you need directly **in the field**
- **Read the technical documentation on site**
- **Input or dictate a work report in front of the asset**
- **Get help with diagnosis**



IN BRIEF...

Putting in place a CMMS will be the ideal opportunity to frame your needs and make yourself more rigorous and structured in how you approach your maintenance management.

Be careful, the primary cause of failure in implementing a CMMS solution lies in the belief that the tool will bring methods and organisation. **Imposing a solution without having involved the relevant professionals is also a risk factor.**

Putting in place a CMMS is the opportunity to ask the right questions, standardise and streamlines processes, operate more reliable facilities and finally to make productivity gains and savings.

Read our blog to see feedback from our clients and obtain additional information to point you towards success in your maintenance management digitalisation project: <https://www.dimomaint.com/cmms-blog/>



The logo for Dimo Maint is centered within a white circle. The word "Dimo" is written in a dark blue, sans-serif font, and the word "Maint" is written below it in a lighter blue, sans-serif font.

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