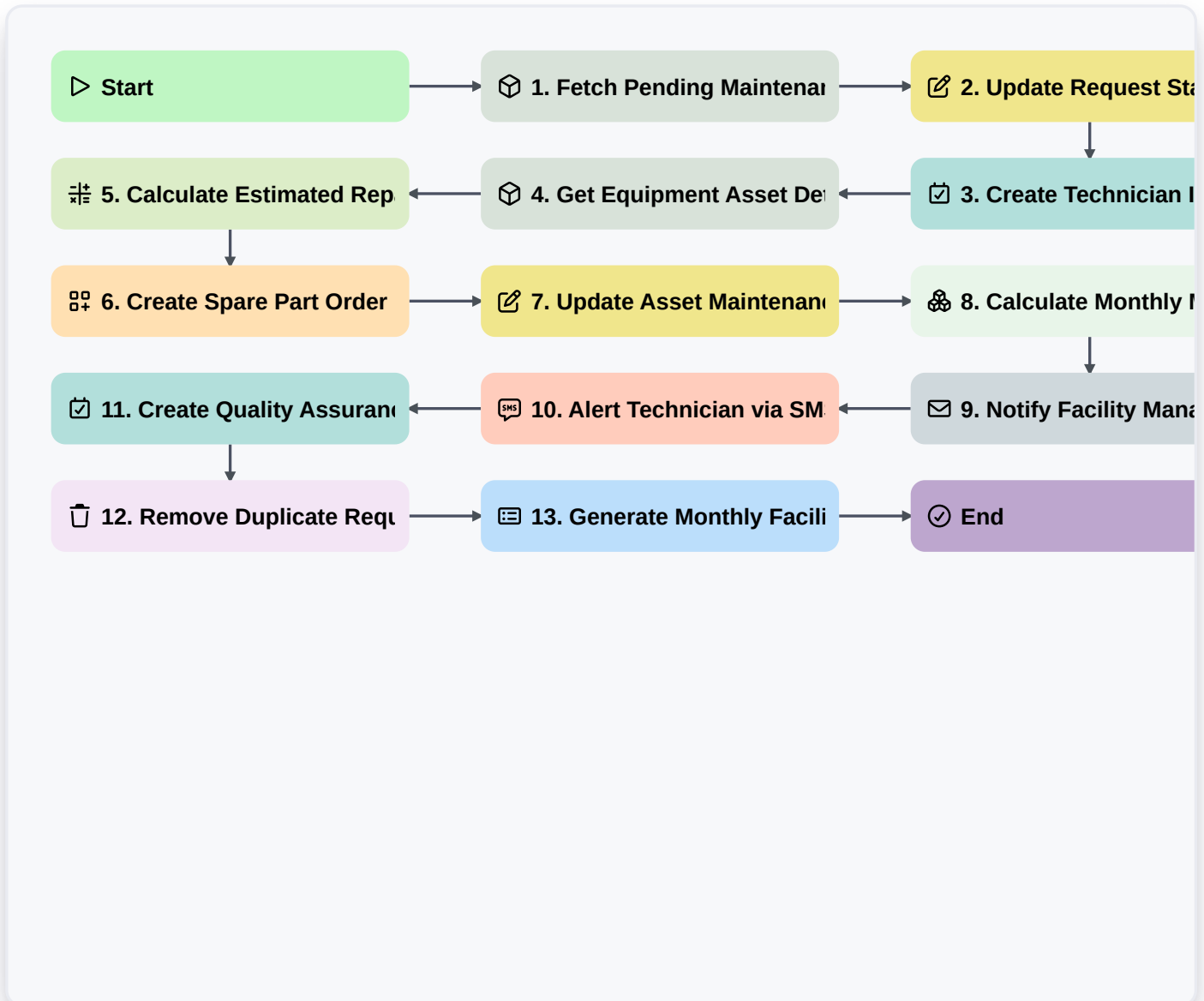


Hotel Maintenance And Facility Management Workflow



▶ Start

Start of the Workflow/Process.

📦 1. Fetch Pending Maintenance Requests

Retrieve all entries from the 'Maintenance Requests' data model where status is 'New' or 'Unassigned'.

✍️ 2. Update Request Status to 'In Progress'

Change the status of the specific maintenance entry to 'In Progress' once a technician is assigned.

📝 3. Create Technician Inspection Task

Generate a task for the assigned technician to perform a physical inspection of the reported issue.

📦 4. Get Equipment Asset Details

Retrieve technical specifications and warranty information from the 'Assets' data model based on the reported issue.

🔢 5. Calculate Estimated Repair Cost

Sum the estimated labor cost and material cost to determine the total projected expense.



6. Create Spare Part Order

If parts are needed, create a new entry in the 'Purchase Orders' data model.

7. Update Asset Maintenance Log

Append the recent repair details and date to the 'Maintenance History' field within the Asset data model.

8. Calculate Monthly Maintenance Spend

Aggregate all 'Completed' maintenance entries to sum the total cost incurred during the current month.

9. Notify Facility Manager

Send an email notification to the manager when a high-priority repair cost exceeds a predefined budget threshold.

10. Alert Technician via SMS

Send an SMS to the technician's mobile number when a new task has been assigned to them.

11. Create Quality Assurance Check

Create a follow-up task for the supervisor to verify the repair quality after the technician marks the task as complete.

12. Remove Duplicate Requests

Delete duplicate maintenance entries identified during the initial triage phase.

13. Generate Monthly Facility Health Report

Generate a comprehensive report summarizing all completed, pending, and overdue maintenance tasks for the month.

End

End of the Workflow/Process.