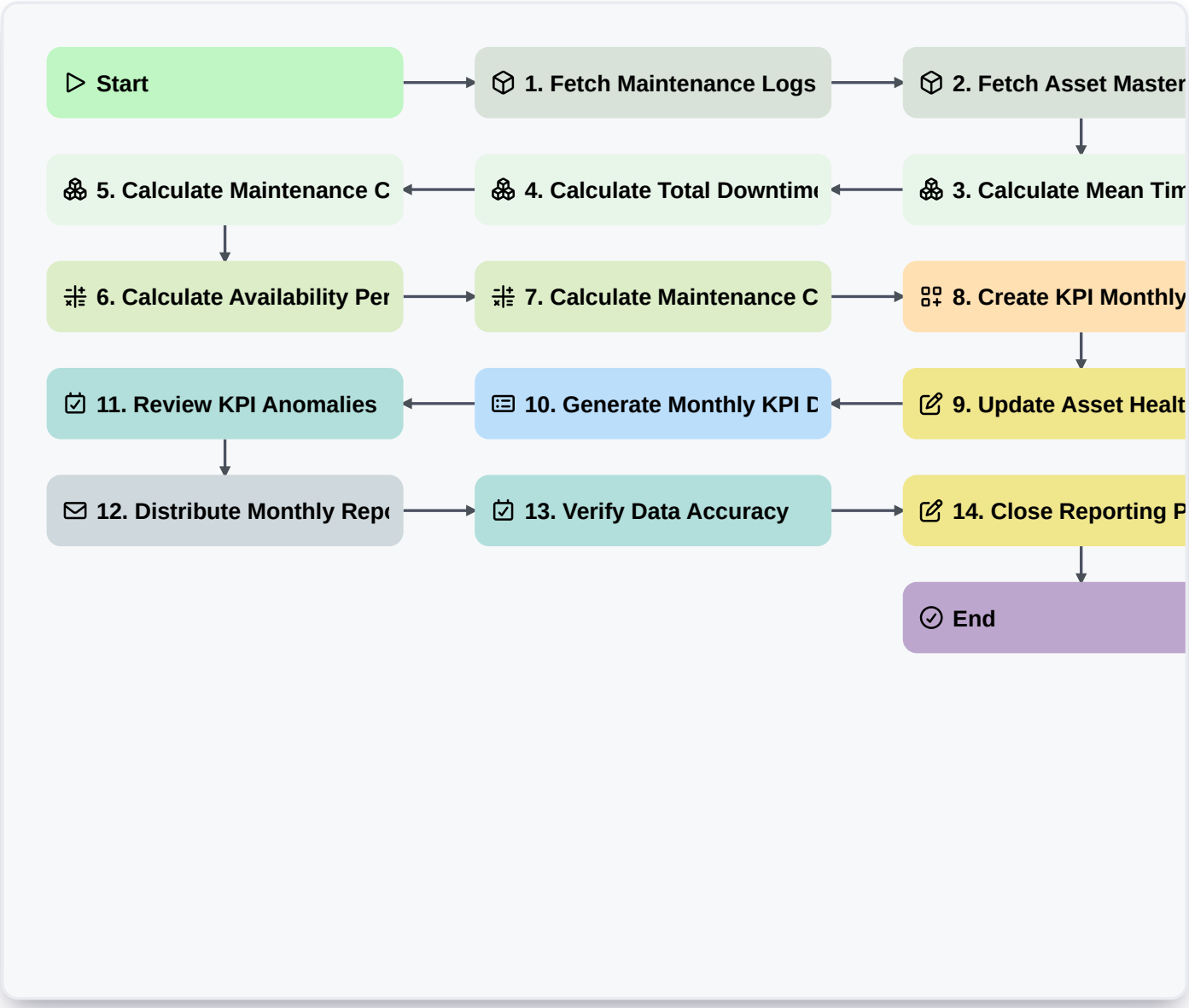
ChecklistGuro

Maintenance KPI Reporting Process



Start
Start of the Workflow/Process.

1. Fetch Maintenance Logs
Retrieve all completed maintenance logs from the Maintenance Logs Data Model for the current period.

2. Fetch Asset Master Data
Retrieve asset details (age, criticality, type) from the Asset Data Model to contextualize the KPIs.

3. Calculate Mean Time Between Failures (MTBF)
Calculate the average time elapsed between breakdown entries retrieved from the logs.

4. Calculate Total Downtime
Sum the duration of all 'Down' status entries in the maintenance logs.

5. Calculate Maintenance Cost Total
Sum the 'Cost' property from all completed maintenance work orders.

6. Calculate Availability Percentage
Apply formula: ((Total Scheduled Time - Total Downtime) / Total Scheduled Time) * 100.

7. Calculate Maintenance Cost Ratio
Calculate the ratio of maintenance cost against the total asset value.

8. Create KPI Monthly Summary
Create a new entry in the KPI Report Data Model containing the calculated metrics.

9. Update Asset Health Score
Update the 'Health Score' field in the Asset Data Model based on the calculated downtime metrics.

10. Generate Monthly KPI Dashboard
Generate a visual report summarizing the aggregated data and trends for the stakeholders.

11. Review KPI Anomalies
Create a task for the Maintenance Manager to investigate any KPI drops below the defined threshold.

12. Distribute Monthly Report
Send the generated KPI Report and summary via email to the Operations Director and Plant Manager.

13. Verify Data Accuracy
Create a task for the Data Analyst to audit the source logs against physical work orders.

14. Close Reporting Period
Update the Reporting Period Data Model to mark the current month as 'Finalized'.

End
End of the Workflow/Process.