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Machine breakdown report sample

English (United Kingdom) English (United States) Español (Latinamérica) Caro [facilities or maintenance manager], I would like to report the malfunction of the [name of the machine with problem]. The malfunction occurred for the first time at the time [time] on [date]. We tried to fix the malfunction with routine troubleshooting methods, but were unable to do so. Currently, we are unable to [list the type of work affected by malfunction] due to the inability to use this machine. We greatly appreciate if you would come to look at the machine as soon as possible, or call the supplier to have the machine repaired. Thank you in advance for your prompt attention to this matter. We appreciate any help you can provide, as this issue is affecting our productivity. Honestly, FREE - Key Maintenance Metrics Want useful metrics for your maintenance program? Get key maintenance metrics Having a lot of equipment failures and unexpected downtime? Or is everything under control and there are almost no maintenance emergencies? ☺Wow! Whatever the situation, operations managers and maintenance managers must regularly identify problem equipment. These bad guys are the ones who cause frequent arrests or incur large maintenance costs. When you a lot of equipment can be hard to do! This is where equipment breakdown reports or similar asset maintenance reports from maintenance management software are useful. First – Identify problematic equipment 1. Equipment maintenance costs Use CMMS program reports to get an idea of total maintenance costs. Review unplanned and planned maintenance costs over the past twelve months. Avoid looking too short a period. Otherwise, costs will be distorted if some equipment needs heavy maintenance only at certain times of the year. Find the most expensive machinery to maintain. Review the costs to see if anything seems off-line. Consider manufacturers' cost estimates and data from previous years to see if costs seem unusual. Fig 1. FastMaint CMMS Equipment History Report showing total maintenance costs and duration 2. Duration of equipment downtime Review equipment downtime reports over the past twelve months. If parts were not available or maintenance personnel were moved to higher priority jobs, downtime may seem high for some equipment because correction takes a long time. Filter such equipment from your list. Fig 2. Report of the timing of fastmaint CMMS equipment showing downtime for equipment 3. History of complaints and maintenance job requests Review reported complaints and job requests over the past twelve months. Look for resources that have many complaints or maintenance requests. 4. Equipment statistics (e.g. MTBF, MTTF) Equipment statistics can be useful in many cases. They won't be that useful when you have many types of equipment. It will not be possible to compare statistics easily. With similar equipment used in similar ways you can compare statistics. Investigate equipment that off-line statistics. Next – Find distribution reasons Once you have a random problem equipment list you should check further. Find the underlying causes. Frequently breaking equipment or machines may fail for reasons such as: 1. Near the end of the life cycle While it may theoretically be possible to continue using equipment resources with a lot of maintenance in progress, at some point it becomes too expensive to continue doing so. Internal metal fatigue, lack of spare parts, lack of maintenance capacity or newer equipment with improved productivity and efficiency are reasons to consider replacing old machines. Replace any resources in the list that fall into this category. 2. Inadequate maintenance practices This covers things like skipping preventive maintenance, using poor quality spare parts and supplies or maintenance technicians not knowing how to do the job properly. Check to see if maintenance personnel continue to replace the same parts or frequently report issues during maintenance using some parts. Look for skipped preventive maintenance. Check work orders to make sure maintenance procedures are followed correctly. All equipment in the list that falls into this category needs a better preventive maintenance plan (7 tips for planning the preventive maintenance of equipment). Maintenance personnel may need better training. If poor quality spare parts cause problems, it's time to look for suppliers that offer better quality. 3. Inappropriate operating practices This means that equipment operators do not use the equipment correctly. Or the equipment is not designed for loads that are put on it. Feedback from maintenance technicians may mention operator errors. Better training of operators can help here. Equipment that is considered critical and does not work frequently even if maintenance has been successful could be a sign of overcharged equipment. You may need to purchase additional machines or review changes in the operating flow to reduce peak loads. 4. Poorly designed or built This means that the equipment has internal defects that cause frequent failure. For example, heating due to inadequate cooling. If you have a lot of similar equipment and all of them seem to have frequent failures due to the same issue it could be a sign of design or build issues. Do some research to find out if other organizations that use this are also reporting similar problems. You may be able to get the manufacturer to fix these issues. Or consider buying better equipment from another supplier. 5. Incorrect installation or installation The equipment has not been installed correctly. Or it was damaged during the initial installation or startup. This may seem similar to equipment with poor design or construction. However, it will usually be isolated only for a few equipment on many similar. Any research conducted on other organizations reporting similar issues may not result in many similar complaints about the equipment. Comparing equipment statistics with manufacturers' recommendations can also Clues. It will be necessary to check such equipment and make a complete installation if necessary. No CMMS? Unable to get equipment split reports? You need to collect a lot of data from different reports from the maintenance management software. Don't have CMMS software or find reports provided by the existing program difficult to use? Get a web trial version of the FastMaint CMMS software in your web browser (or download a 30-day trial instead). Use the import function to import much of the equipment from comma-delimited files. Try the different reports to learn how to analyze equipment splitting data. You can't succeed without the right tools! Free FastMaint CMMS Trial Useful Resources FOR FREE - Key Maintenance Metrics Want Useful Metrics for Your Maintenance Program? Get Key Maintenance Metrics machine interruption report modelMacro is the heart of the production unit which is why manufacturer owners are always taking care of the machine and its activities itself as a maintenance department also taken care of the machine to avoid failures, but there are also some reasons that machine failures occur in units as below :No MaterialPower Supply – interruptionNo Man PowerTooling Not Available (Incl. Consumables)No planning for materialTimeloading or unloadingQuality Trouble nine reasons they identified for the machine shutdown report format, but various types of outages can be found on the actual production line. These all the reasons are necessary to identify and, according to the management of the report, it is necessary to make decisions to eliminate any reason why the machine shutdown report, for the elimination each reason individually analyze and the same you will need to take the necessary actions on it. Based on the machine shutdown report, the management can get the details, the collection data from the production department with each machine stop report are used individually, each report has its own reasons that it is the rigid requirements of the machine to increase the uses. As above nine reasons, the last tenth reason is unidentified reason that it is the first time, this variable format requirement can increase the number of reasons and the same will be possible to decrease the number of reasons as the management took the necessary actions on a number of reasons. 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