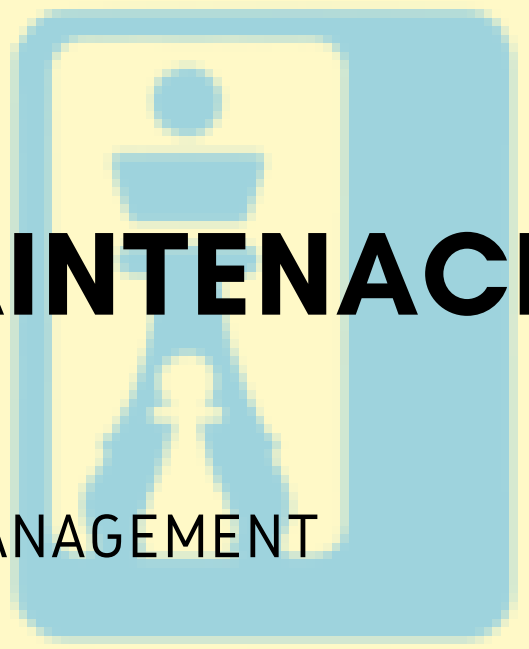


A guide to using **CHECKMATE**'s **SCHEDULED MAINTENANCE APP**

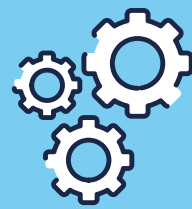
FOR ROUTINE MAINTENANCE MANAGEMENT



1. CONFIGURE YOUR PLANT



Employees/ teams
responsible



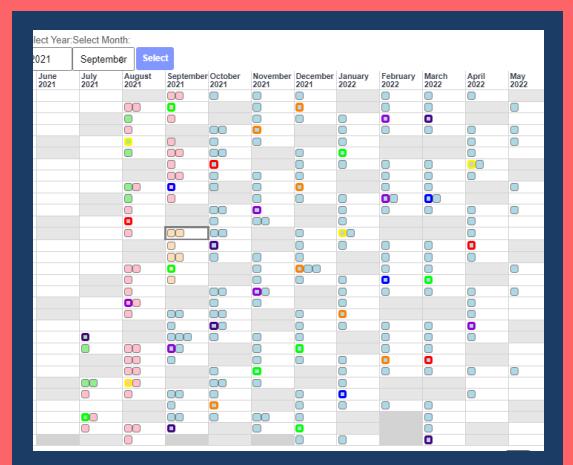
Assets requiring
routing maintenance

2. CREATE A NEW MAINTENANCE SCHEDULE

Specify the asset, required action, employee/ team responsible, how frequently the maintenance must recur and attach any documents required to complete the maintenance.

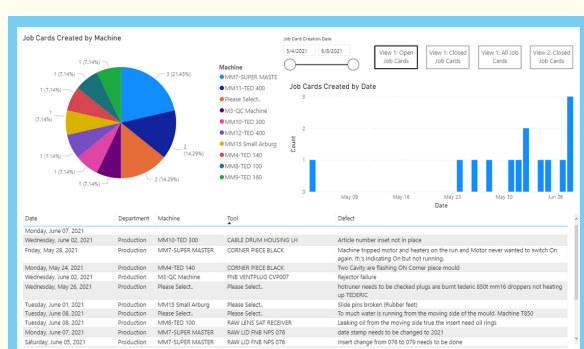
3. HAVE EMPLOYEES COMPLETE MAINTENANCE TASKS

Employees can view their scheduled maintenance tasks with our userfriendly calendar interface. Click on a task to view it, upload any required documents and mark it as complete.



4. REPORTING DASHBOARD

View your scheduled maintenance data



View metrics such as %-on-time-completion for your maintenance schedules. We can customise your reporting dashboard to suit your business's unique needs.



CHECKMATE™