

# Project Management System

Creating a Project Management (PM) template against a defect noted in the External or Internal Maintenance reports, enables the client to record and update the renovation progress through to completion. Four PM categories can be created – OH&S, Water Quality, Structural or Security. Reports can be generated at any time to give an update on the project outcomes.

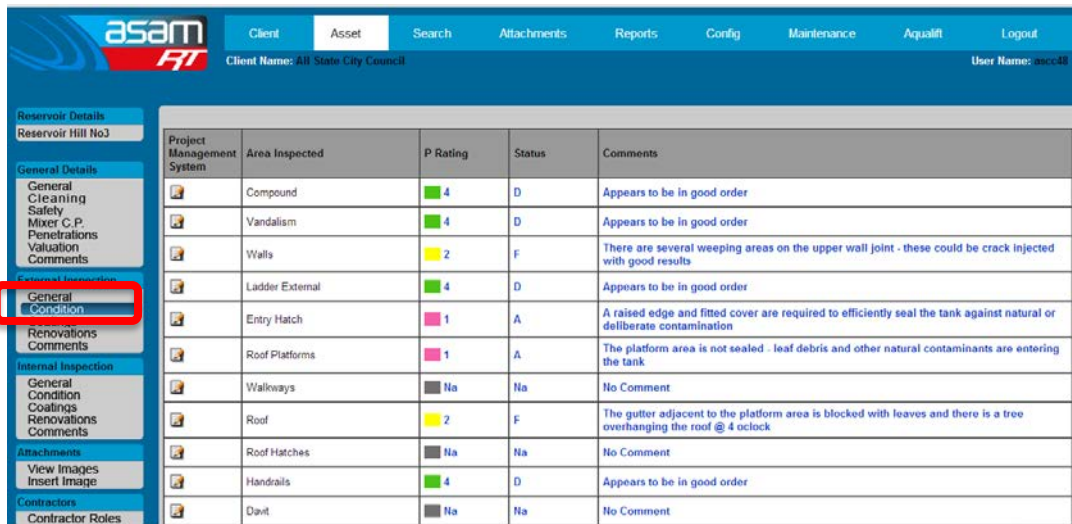
Please note that some of the more advanced features of the Project Management System (General Projects) are only available under an editing licence for ASAM. Please contact the ASAM administrators listed below for more details.

Projects may include:

- Entry Hatch and/or platform upgrades
- Ladder renovations
- Roof repairs or replacements
- Re-coating works
- Safety installations
- Ventilation upgrades
- Or any other works!

## **Login to ASAM and open an asset of interest.**

1. Login to ASAM and open an asset of interest that has issues identified from an inspection report, such as unsecured roof sheeting, unsealed entry hatch or coating failures etc.
2. Open a Condition report for the External or Internal feature of interest.



Project Management System	Area Inspected	P Rating	Status	Comments
	Compound	4	D	Appears to be in good order
	Vandalism	4	D	Appears to be in good order
	Walls	2	F	There are several weeping areas on the upper wall joint - these could be crack injected with good results
	Ladder External	4	D	Appears to be in good order
	Entry Hatch	1	A	A raised edge and fitted cover are required to efficiently seal the tank against natural or deliberate contamination
	Roof Platforms	1	A	The platform area is not sealed - leaf debris and other natural contaminants are entering the tank
	Walkways	Na	Na	No Comment
	Roof	2	F	The gutter adjacent to the platform area is blocked with leaves and there is a tree overhanging the roof @ 4 oclock
	Roof Hatches	Na	Na	No Comment
	Handrails	4	D	Appears to be in good order
	Davit	Na	Na	No Comment

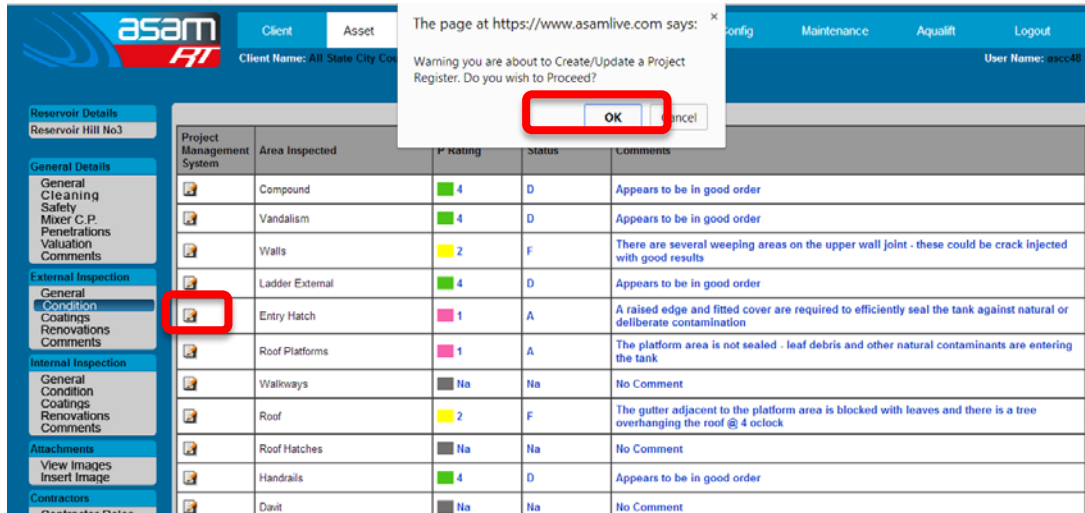
## ***ASAM Data Management – Online and Accessible***

For assistance contact: [david@asam.com.au](mailto:david@asam.com.au) 0418 762 420 or [jill@asam.com.au](mailto:jill@asam.com.au) 0417 399 198

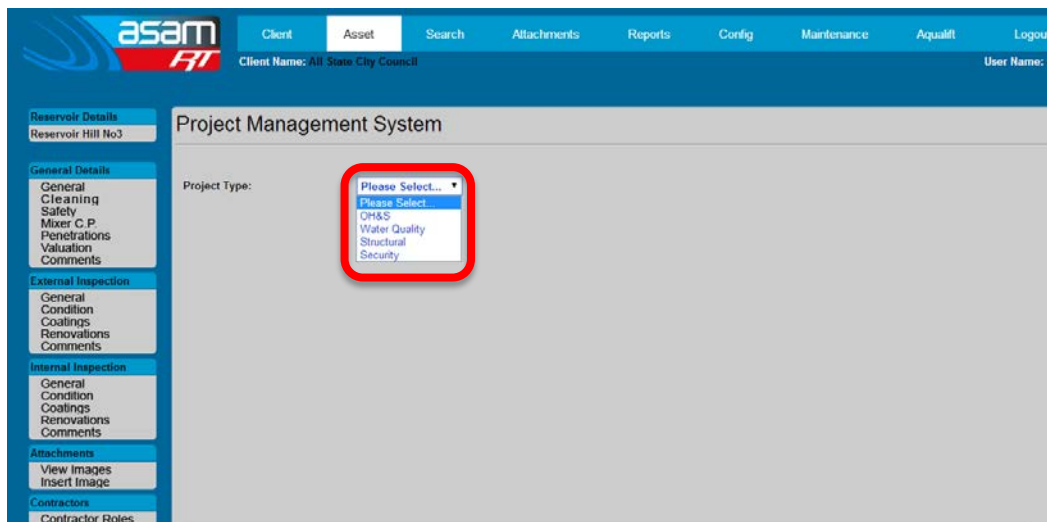
Project Management Version 3.0 Last updated June 2023

# Project Management System

- Against the area of interest, select the button for 'Project Management System' and say OK to proceed if this is the intent. (A project registry can be deleted at a later date if this is just a demonstration of the system).

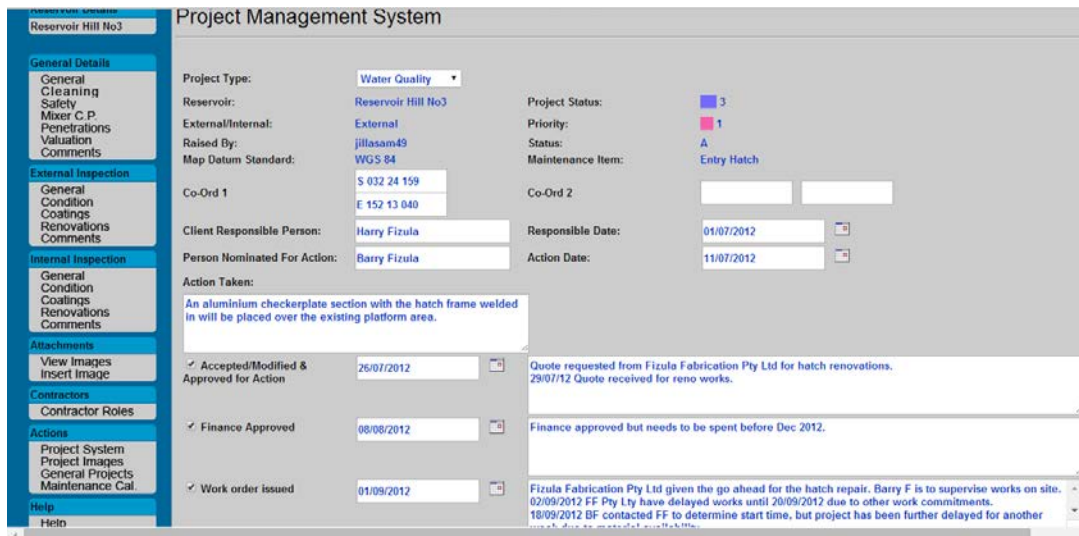


- Select the appropriate category for the project.

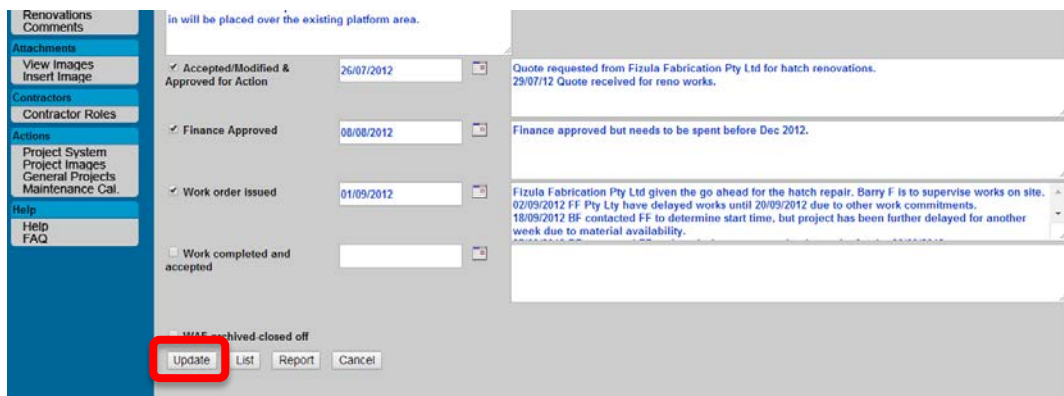


- A Project Management template is created listing the basic information from the inspection report. Fields can then be filled with dates and text as the project develops.

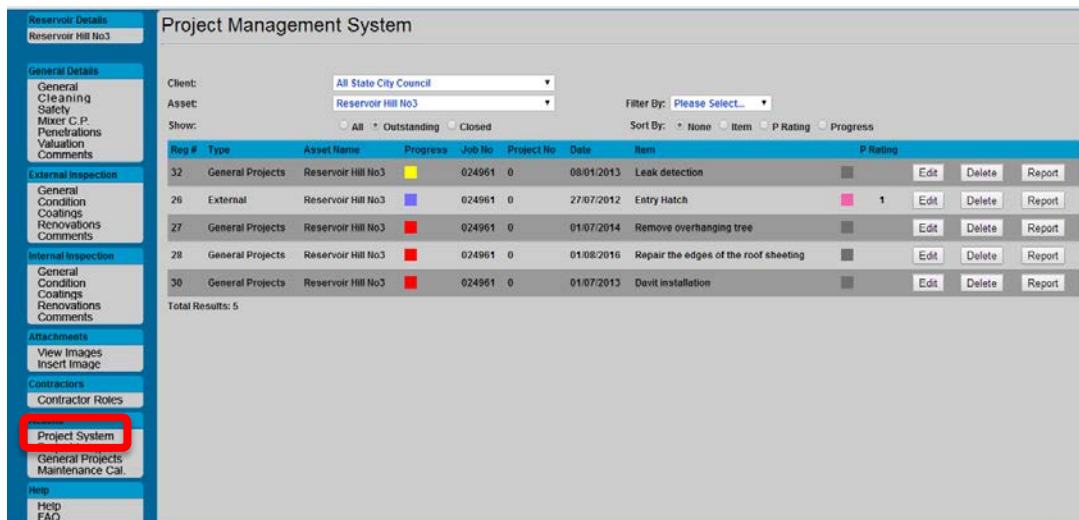
## ASAM Data Management - Online and Accessible



- After entering information, remember to save by selecting the 'Update' button.



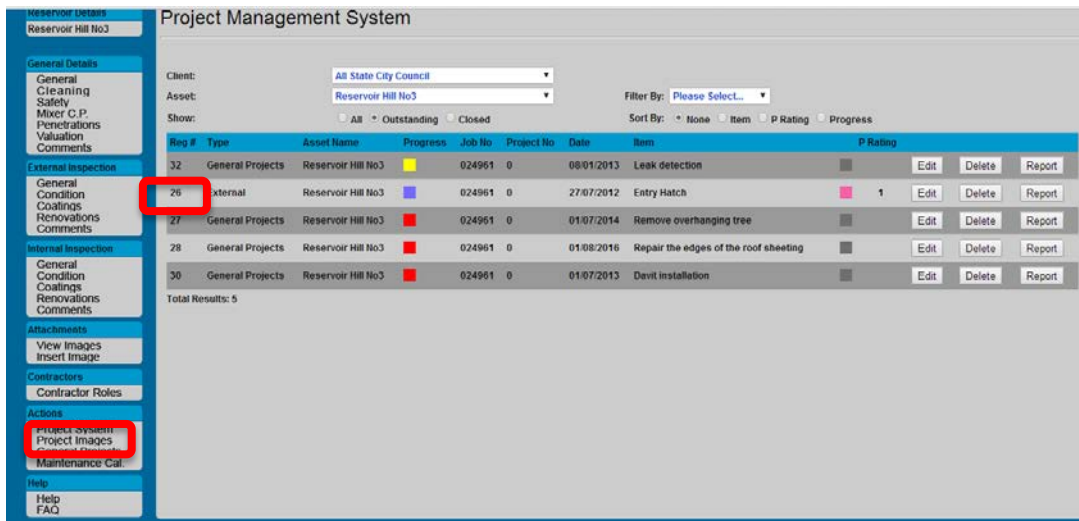
- To review, edit, or create a report, select Project Systems to view the current projects and their progress paths (which are color coded, red through to green).



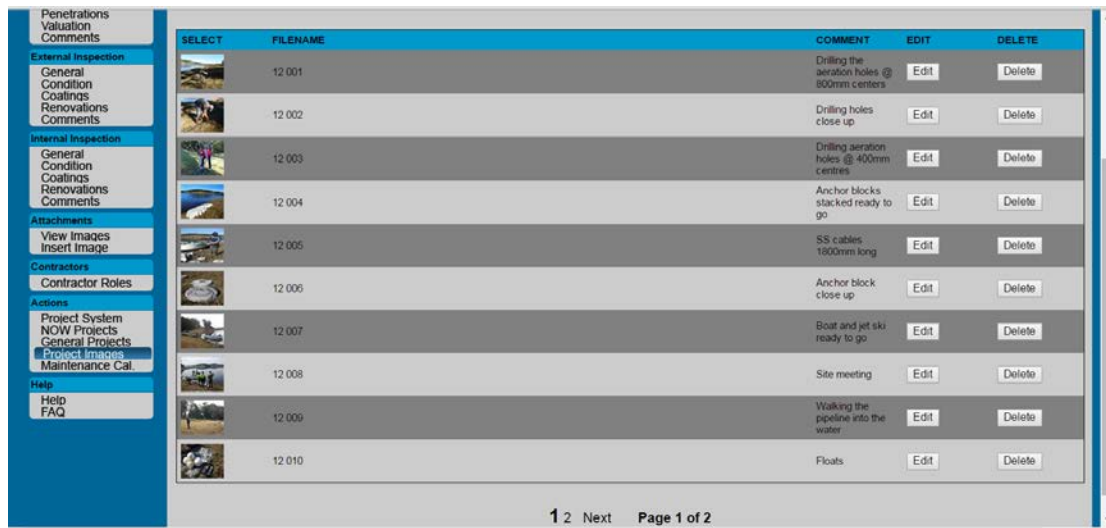
Reg #	Type	Asset Name	Progress	Job No	Project No	Date	Item	P Rating			
32	General Projects	Reservoir Hill No3	Yellow	024961	0	08/01/2013	Leak detection		Edit	Delete	Report
26	External	Reservoir Hill No3	Blue	024961	0	27/07/2012	Entry Hatch	1	Edit	Delete	Report
27	General Projects	Reservoir Hill No3	Red	024961	0	01/07/2014	Remove overhanging tree		Edit	Delete	Report
28	General Projects	Reservoir Hill No3	Red	024961	0	01/08/2016	Repair the edges of the roof sheeting		Edit	Delete	Report
30	General Projects	Reservoir Hill No3	Red	024961	0	01/07/2013	Davit installation		Edit	Delete	Report

## ASAM Data Management – Online and Accessible

- Images can be viewed or inserted against each project. It is recommended that Image file names are prefixed with the project registration number number followed by a sequential number (eg. 26 001, 26 002, 26 003 etc.). This is important, as images are stored in a common attachments folder (specific to the client) and will be 'overwritten' if the same file names are used. This process of image collection allows for a progressive photographic record to be assembled as the project develops.




Comments can be added in against the images for additional detail to the project



## ASAM Data Management – Online and Accessible

- A project report can be created and exported into the various document formats such as Word, PDF, etc. along the way.



**ASAM Project Management System Report**

11/07/2014

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<b>Date:</b>	7/07/2011	<b>Client Name:</b>	All State City Council
<b>WS #:</b>	0	<b>Reservoir Name:</b>	Reservoir Hill No3
<b>Job No:</b>	024961	<b>Project Number:</b>	0
<b>Cleaning Due:</b>	7/7/2012	<b>Inspection Due:</b>	7/7/2012
<b>Raised By:</b>	jilasam49	<b>Register No:</b>	26
<b>Map Standard:</b>	WGS 84	<b>Date:</b>	7/7/2012
<b>Co-ord 1:</b>	S 032 24 159	<b>E 152 13 040</b>	
<b>Co-ord 2:</b>			

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<b>Project Category -</b>	<b>Water Quality</b>	<b>External</b>
<b>Maintenance Item:</b>	<b>Priority:</b>	<b>Status:</b>
Entry Hatch	1	A

**Comments:**

A raised edge and fitted cover are required to efficiently seal the tank against natural or deliberate contamination  
**Action taken by nominated staff member/contractor:**

An aluminium checkerplate section with the hatch frame welded in will be placed over the existing platform area.

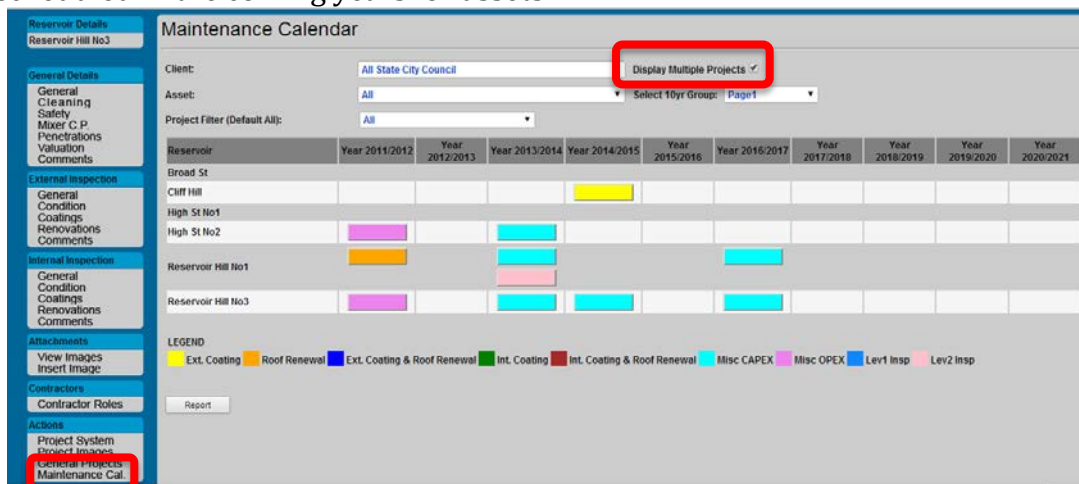
<b>Accepted or modified and approved for action:</b>	<b>Date:</b>	26/07/2012	<b>Yes</b>	
<b>Comments:</b>				
Quote requested from Fuzula Fabrication Pty Ltd for hatch renovations. 26/07/12 Quote received for reno works.	<b>Date:</b>	8/08/2012	<b>Yes</b>	
<b>Comments:</b>				
Finance approved but needs to be spent before Dec 2012.	<b>Date:</b>	1/09/2012	<b>Yes</b>	
<b>Comments:</b>				
Fuzula Fabrication Pty Ltd given the go ahead for the hatch repair. Barry F is to supervise works on site. 02/09/2012 FF Pty Ltd have delayed works until 20/09/2012 due to other work commitments. 18/09/2012 BF contacted FF to determine start time, but project has been further delayed for another week due to material availability. 27/09/2012 BF contacted FF and works is programmed to be onsite for the 30/09/2012.	<b>Date:</b>		<b>No</b>	
<b>Comments:</b>				

## *ASAM Data Management – Online and Accessible*

10. **General Projects** – this is an additional PM area that is only available to licensed users. There are eight, colour coded categories available for more specific renovation projects:

1. External coating
2. Roof re-newal
3. External coating and roof re-newal
4. Internal coating
5. Internal coating and roof re-newal
6. Miscellaneous CAPEX (for any other type of Capital project)
7. Miscellaneous OPEX (for any other type of Operational project)
8. Level 1 Inspection – all external areas with limited internal features
9. Level 2 inspection – all external and internal areas inspected

11. A programming maintenance calendar for an individual asset or across an entire client asset base can be created and viewed in ASAM. This calendar is linked to General Projects and allows for multiple sections within an organisation to create and keep ‘up to date’ with programs of works that are scheduled in the coming years for assets .



## ASAM Data Management – Online and Accessible