# 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.

	am	Client Asset	Search	Attachments	Reports	Config	Maintenance	Aqualift	Logout
		ent Name: All State City Co	uncil						User Name: asc
Reservoir Details Reservoir Hill No3	Participant and a second								
Seneral Details	Project Management System	Area Inspected	P Rating	Status	Comments				
General Cleaning		Compound	- 4	D	Appears to be in	n good order			
Safety Mixer C.P. Penetrations		Vandalism	4	D	Appears to be in	n good order			
Valuation Comments		Walls	2	F	There are sever with good result		as on the upper wall j	oint - these coul	ld be crack injecte
General		Ladder External	4	D	Appears to be in	n good order			
Condition		Entry Hatch	1	A	A raised edge a deliberate contr		are required to efficien	tiy seal the tan	k against natural
Comments	2	Roof Platforms	1	Δ	The platform an the tank	ea is not sealed	- leaf debris and othe	r natural contar	minants are enteri
General Condition		Walkways	Na	Na	No Comment				
Coatings Renovations Comments		Roof	2	F	The gutter adjac overhanging the	cent to the platfo e roof @ 4 ocloc	orm area is blocked w k	ith leaves and t	there is a tree
Itachments		Roof Hatches	Na	Na	No Comment				
View Images Insert Image		Handrails	4	D	Appears to be in	n good order			
ontractors Contractor Roles		Davit	Na	Na	No Comment				

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3. 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).

	3 <b>111</b> /-7/ «	Client Asset ent Name: All State City Cot	The page at http: Warning you are ab Register. Do you wis	out to Create/Up	orning Maintenance Aquaint Eugout
Reservoir Details Reservoir Hill No3				(	ok oncel
General Details	Project Management System	Area Inspected	P Kating	Status	Comments
General Cleaning		Compound	4	D	Appears to be in good order
Safety Mixer C.P. Penetrations		Vandalism	4	D	Appears to be in good order
Valuation Comments		Walls	2	F	There are several weeping areas on the upper wall joint - these could be crack injected with good results
External Inspection General		Ladder External	4	D	Appears to be in good order
Condition Coatings Renovations		Entry Hatch	1	А	A raised edge and fitted cover are required to efficiently seal the tank against natural or deliberate contamination
Comments Internal Inspection		Roof Platforms	1	Α	The platform area is not sealed - leaf debris and other natural contaminants are entering the tank
General Condition		Walkways	Na	Na	No Comment
Coatings Renovations Comments		Roof	2	F	The gutter adjacent to the platform area is blocked with leaves and there is a tree overhanging the roof $\textcircled{0}{\otimes}4$ oclock
Attachments		Roof Hatches	Na	Na	No Comment
View Images Insert Image		Handrails	4	D	Appears to be in good order
Contractors Contractor Roles		Davit	Na	Na	No Comment

4. Select the appropriate category for the project.

35	3M	Client	Asset	Search	Attachments	Reports	Config	Maintenance	Aqualift	Logout
	RI	Client Name: A	Il State City Cos	uncil						User Name: e
Reservoir Details Reservoir Hill No3	Projec	t Manage	ement Sy	stem						
General Details										
General Cleaning Safety Mixer C.P Penetrations Valuation Comments	Project Ty	pe:	Please Please OH&S Water O Structur Security	Quality						
External Inspection General			_							
Condition Coatings Renovations Comments										
Internal Inspection										
General Condition Coatings Renovations Comments										
Attachments										
View Images Insert Image										
Contractors										
Contractor Roles										

5. 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.

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# Project Management System



Reservoir Hill No3	Project Manageme	ent System				
General Details General Cleaning Safety Mixer C. P. Penetrations Valuation Comments External Inspection General Condition Condition Conditions	Project Type: Reservair: Externational: Raised By: Map Datum Standard: Co-Ord 1 Client Responsible Person:	Water Quality  Reservoir Hill No3 External jillosam43 WGS 84 \$ 032 24 159 E 152 13 040 Harry Fizula		Project Status: Priority: Status: Maintenance Item: Co-Ord 2 Responsible Date:	3 1 A Entry Hatch	
Comments Internal Inspection	Person Nominated For Action:	Barry Fizula	-	Action Date:	11/07/2012	
General Condition Coatings Renovations Comments	Action Taken: An aluminium checkerplate sec in will be placed over the exist		e welded	1		
Attachments View Images Insert Image	<ul> <li>Accepted/Modified &amp; Approved for Action</li> </ul>	26/07/2012		Quote requested from Fizz 29/07/12 Quote received for		hatch renovations.
Contractor Roles	✓ Finance Approved	08/08/2012		Finance approved but nee	eds to be spent before Dec	- 2012.
Project System Project Images General Projects Maintenance Cal.	✓ Work order issued	01/09/2012		02/09/2012 FF Pty Lty have	delayed works until 20/09 F to determine start time,	e hatch repair. Barry F is to supervise works on sit 9/2012 due to other work commitments. but project has been further delayed for another

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

Renovations Comments	in will be placed over the exi	isting platform area.		
Attachments				A second s
View Images Insert Image	<ul> <li>Accepted/Modified &amp; Approved for Action</li> </ul>	26/07/2012		Quote requested from Fizula Fabrication Pty Ltd for hatch renovations. 29/07/12 Quote received for reno works.
Contractors				
Contractor Roles		-	100	
Actions	Finance Approved	08/08/2012		Finance approved but needs to be spent before Dec 2012.
Project System Project Images General Projects Maintenance Cal.				
	✓ Work order issued	01/09/2012		Fizula Fabrication Pty Ltd given the go ahead for the hatch repair. Barry F is to supervise works on site. 02/09/2012 FF Pty Lty have delayed works until 20/09/2012 due to other work commitments.
telp Help FAQ				18/09/2012 BF contacted FF to determine start time, but project has been further delayed for another week due to material availability.
	Work completed and accepted	12	-	
	Update List Report	Cancel		

7. 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).

Reservoir Details Reservoir Hill No3	Proje	ect Manage	ement Syste	m									
General Details General Cleaning Safety Mixer C.P. Penetrations	Client: Asset: Show:		All State City Reservoir Hi		Closed	,		Filter Dy: <u>Please Select.</u> • Sort Dy: • None Item P Rating	Progres	5			
Valuation Comments	Reg #	Туре	Asset Name	Progress	Job No	Project No	Date	Item	p	Rating			
External Inspection	32	General Projects	Reservoir Hill No3		024961	0	08/01/2013	Leak detection	10		Edit	Delete	Repo
General Condition Coatings	26	External	Reservoir Hill No3		024961	0	27/07/2012	Entry Hatch		1	Edit	Delete	Repo
Renovations	27	General Projects	Reservoir Hill No3		024961	0	01/07/2014	Remove overhanging tree			Edit	Delete	Repo
Internal Inspection	28	General Projects	Reservoir Hill No3	-	024961	0	01/08/2016	Repair the edges of the roof sheeting			Edit	Delete	Repo
General Condition Coatings	30	General Projects	Reservoir Hill No3		024961	0	01/07/2013	Davit installation	Ш		Edit	Delete	Repo
Renovations Comments	Total R	esults: 5											
Attachments													
View Images Insert Image													
Contractors													
Contractor Roles													
Project System General Projects													
Maintenance Cal. Help Help													

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For assistance contact: <u>david@asam.com.au</u> 0418 762 420 *Project Management* Version 4.0 Last updated December 2024



8. 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.

General Details	Client:		All State City	Council		•							
Cleaning Safety	Asset		Reservoir Hi	ll No3		۲		Filter By: Please Select *					
Mixer C.P. Penetrations	Show:		O All 🗢 O	utstanding	Closed			Sort By: • None 🗆 Item 🗌 P Rating	Progress	8			
Valuation Comments	Reg #	Туре	Asset Name	Progress	Job No	Project No	Date	Rem	P	Rating			
xternal inspection	32	General Projects	Reservoir Hill No3		024961	0	08/01/2013	Leak detection			Edit	Delete	Repor
General Condition	26	xternal	Reservoir Hill No3		024961	0	27/07/2012	Entry Hatch		1	Edit	Delete	Repor
Coatings Renovations Comments	27	General Projects	Reservoir Hill No3		024961	0	01/07/2014	Remove overhanging tree	10		Edit	Delete	Repor
sternal Inspection	28	General Projects	Reservoir Hill No3		024961	0	01/08/2016	Repair the edges of the roof sheeting			Edit	Delete	Repor
General Condition	30	General Projects	Reservoir Hill No3		024961	0	01/07/2013	Davit installation			Edit	Delete	Repor
Coatings Renovations Comments	Total R	esults: 5		_			_						
and the second se													
ttachments View Images													
ttachments View Images Insert Image													
Attachments View Images Insert Image Contractors Contractor Roles													
ttachments View Images Insert Image													
View Images Insert Image Contractors Contractor Roles													

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

Valuation Comments	ELECT	FILENAME		COMMENT	EDIT	DELETE
ternal Inspection General Condition Coalings		12 001		Drilling the aeration holes @ 800mm centers	Edit	Delete
Renovations Comments	25	12 002		Drilling holes close up	Edit	Delete
General Condition Coatings		12 003		Drilling aeration holes @ 400mm centres	Edit	Delete
Renovations Comments		12 004		Anchor blocks stacked ready to go	Edit	Delete
View Images	-	12 005		SS cables 1800mm long	Edit	Delete
ntractors Contractor Roles	3	12 006		Anchor block close up	Edit	Delete
Project System NOW Projects Seneral Projects Project manes Maintenance Cal.		12 007		Boat and jet ski ready to go	Edt	Delete
lp 🛛	-	12 008		Site meeting	Edit	Delete
Help FAQ	AK	12 000		Waiking the pipeline into the water	Edit	Delete
2	-	12 010		Floats	Edit	Delete
			1 2 Next Page 1 of 2			

## ASAM Data Management – Online and Accessible

# Project Management System



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

Date:	7/07/2011			Client Name:	All State	City Counc			
WS #:	0			Reservoir Name:	Reservoir	Hill No3			
Job No:	024961			Project Number:	0				
Cleaning Due:	7/7/2012			Inspection Due:	7/7/2012		Register No:		26
Raised By:	jilasam49						Date:	27/	7/2012
Map Standard:	WGS 84								
Co-ord 1:	S 032 24 159			E 152 13 040					
Co-ord 2:									
Project Category -	v	/ate	r Qu	ality			Ext	terna	d .
Maintenance Item:		Prio	rity:	Status:					
Entry Hatch			1	A					
omments:									
raised edge and filled cover are re					rate contamination				
vaised edge and filled cover are re Action taken by nominate In aluminium checkerplate section v Accepted or modified and	ed staff memb	er/co welder	in wi	ctor:		26/07/2012	: <b>v</b>	es	
raised edge and fitted covar are re Action taken by nominate n akuminium checkerplate section v Accepted or modified and	ed staff memb	er/co welder	in wi	ctor:	ling platform area.		: <b>v</b>	es	_
raised edge and fitted cover are re Action taken by nominate n aluminium checkarplate section v Accepted or modified and Comments:	ed staff memb with the hatch frame d approved fo	er/co welder r acti	intra tin will on:	ctor: I be placed over the exis	ling platform area.		: <b>v</b>	es	
nissed edge and fitted cover are re- kction taken by nominate n akarinium checkerplate section v Accepted or modified and <u>comments;</u> harde requested from Fizula Fabrica	ed staff memb with the hatch frame d approved fo	er/co welder r acti	intra tin will on:	ctor: I be placed over the exis	ling platform area. Date:	26/07/2012			_
raised edge and filted cover are re- ciction taken by nominate n aluminium checkerplate section v accepted or modified and comments: unde requested from Finds Fabrica 207/12 Quote received for reno wo inance approved:	ed staff memb with the hatch frame d approved fo	er/co welder r acti	intra tin will on:	ctor: I be placed over the exis	ling platform area.			'es	_
raised edge and fitted cover are re Action taken by nominate In aluminium checkerplate section v	ed staff memb with the hatch frame d approved fo	er/co welder r acti	intra tin will on:	ctor: I be placed over the exis	ling platform area. Date:	26/07/2012			_
raised edge and filled cover are re- luction taken by nominate in aluminium checkerplate section v accepted or modified and <u>comments:</u> unde requested from Finde Fabrica 207/12 Guote received for reno vo Tinance approved: <u>comments:</u> inance approved but needs to be s	ed staff memb with the hatch frame d approved fo ation Pty Ltd for hate with	er/co welder r acti h reno	intra tin will on:	ctor: I be placed over the exis	ling platform area. Date:	26/07/2012	v		_
Anised edge and filled cover are re Action taken by nominate on aluminium checkerplate section v Accepted or modified and <u>Comments</u> ; Anote requested from Finde Fabrica 907/12 Quote received for reno wo Finance approved;	ed staff memb with the hatch frame d approved fo ation Pty Ltd for hate with	er/co welder r acti h reno	intra tin will on:	ctor: I be placed over the exis	ling platform area. Date: Date:	26/07/2012 8/08/2012	v	es	

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10. **General Projects** – this is an additional PM area that is only available to licensed users. There are eight, colour coded catagories 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 programing 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 .

Reservoir Details Reservoir Hill No3	Maintenance Cale	endar									
General Details	Client:	All State City	Council		Di	splay Multiple I	Projects 🗹				
General Cleaning	Asset	All			* Si	elect 10yr Grou	p: Page1	•			
Safety Mixer C.P.	Project Filter (Default All):	All		•							
Penetrations Valuation Comments	Reservoir	Year 2011/2012	Year 2012/2013	Year 2013/2014	Year 2014/2015	Year 2015/2016	Year 2016/2017	Year 2017/2018	Year 2018/2019	Year 2019/2020	Year 2020/2021
External Inspection	Broad St										
General	Chiff Hill										
Condition Coatings	High St No1										
Renovations Comments	High St No2										
nternal Inspection	Reservoir Hill No1										
General Condition	Reserver number										
Coatings Renovations Comments	Reservoir Hill No3										
Attachments	LEGEND										
View Images Insert Image	Ext. Coating Roof Renew	val Ext. Coating & R	oof Renewal	Int. Coating	Int. Coating & Ro	of Renewal	Misc CAPEX	Misc OPEX	Lev1 Insp	Lev2 insp	
Contractors											
Contractor Roles	Report										
Actions											
Project System Project Images											
General Projects Maintenance Cal.											

## ASAM Data Management – Online and Accessible