



EVANTAGE SOLUTIONS SDN BHD

Computerized Maintenance Management System (CMMS)

USER MANUAL

(Unreserve All Transaction)

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DOCUMENT CONTROL

Document No : CMMS/UT/UNRESERVE/UT02
Document Name : Unreserve All Transaction
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Revision No	Revision Date	By	Description of Changes
1.0	20/06/2024	Najmi	First Version of User Manual – Unreserve All Transaction

Scenario

An unreserve transaction in a CMMS allows for the release of previously reserved parts back into inventory, optimizing resource allocation and ensuring availability for other maintenance needs. In this syllabus, we will guide on how to unreserve transaction in CMMS Web Core.

1. Unreserve All Transaction

What it's for

To release reserved parts or resources back into inventory for other uses or adjustments in maintenance planning.

Unreserve All Inventory

- 1.1 On the left of the system, click on **Spare Parts > Unreserve Transaction**.

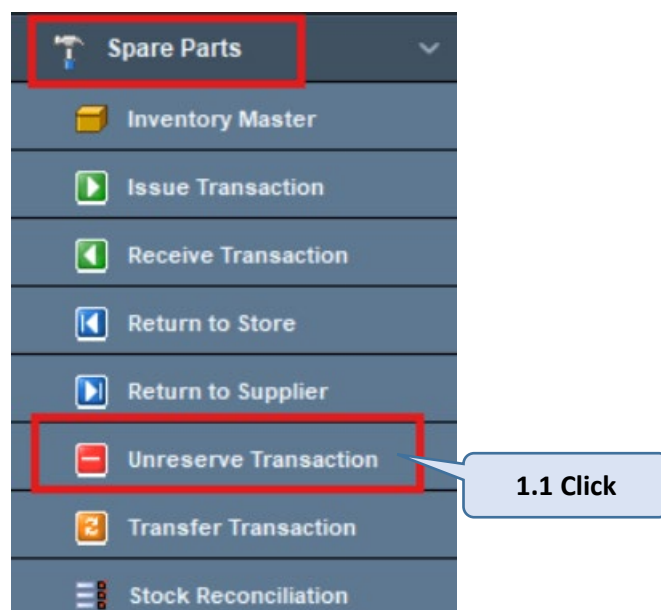


Figure 1.1

- 1.2 Search the Stock No that want to be unreserve.
- 1.3 Based on the MR stated, you realise you need to consume all of the total OH for the particular Work Order.
- 1.4 Click the **Unreserve All** button to unreserve all the MR.

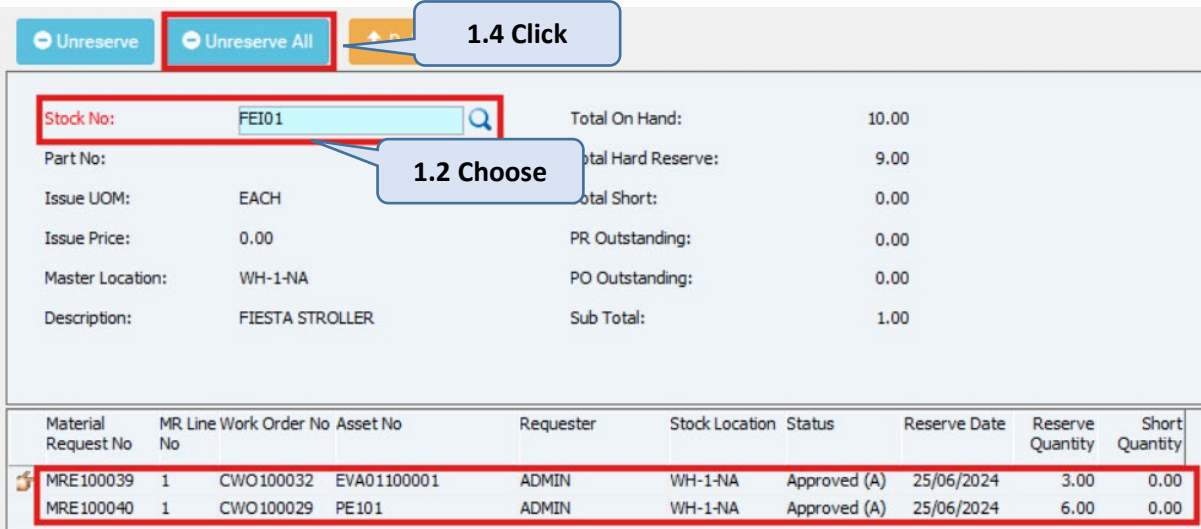


Figure 1.2

1.5 A prompt message indicates if you want to unreserve all the item(s). Click **OK** to continue.

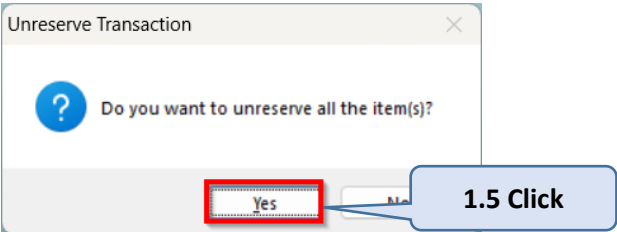


Figure 1.3

1.6 The transaction for unreserve has been successful. Click **OK** to continue.

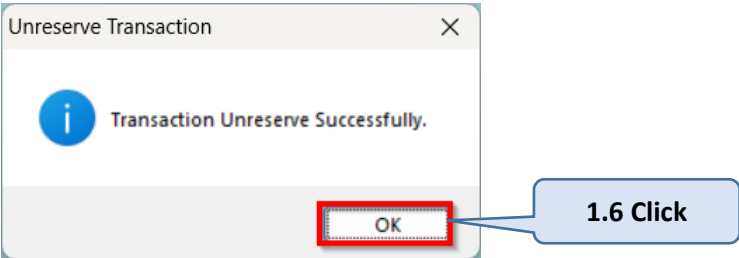


Figure 1.4

1.7 The result can be seen whereby there is no reservation line found for the stock. Click **OK** button to continue.

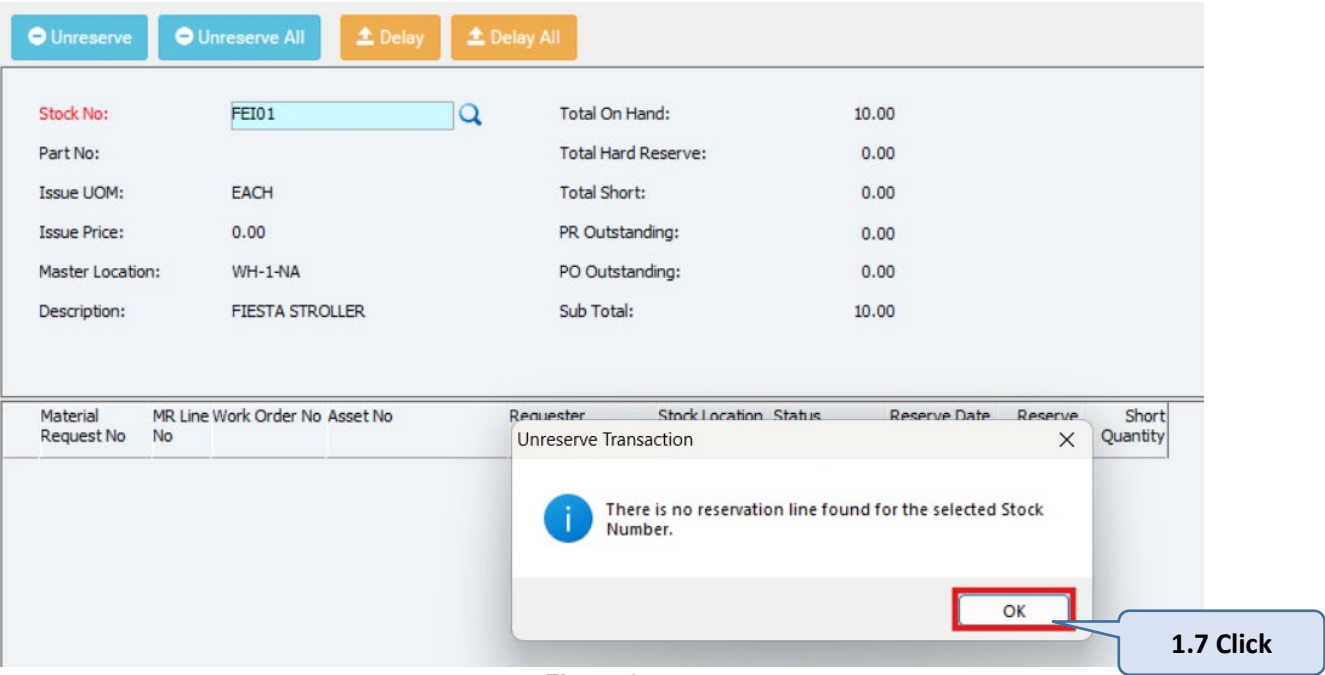


Figure 1.5

- 1.8 To proceed with the unreserve step:
- 1.8.1 Please proceed to SOP document for:
 - i. To unreserve all line of transaction: UT02 – Unreserve All Transaction