



EVANTAGE SOLUTIONS SDN BHD

Computerized Maintenance Management System (CMMS)

USER MANUAL
(Delete)

TABLE OF CONTENT

Scenario.....	4
1. Delete Supplier	4

DOCUMENT CONTROL

Document No : CMMS/SM/SUPPLIER/SM04

Document Name : Delete

Prepared By : Muhamad Najmi bin Badrila

Creation Date : 01/08/2024

Revision : 1.0

DOCUMENT REVISION HISTORY

Revision No	Revision Date	By	Description of Changes
1.0	01/08/2024	Najmi	First Version of User Manual – Delete

Scenario

The procurement wants to delete the supplier that has been created. In this syllabus, we will guide on how to delete the request in CMMS Web Core.

1. Delete Supplier

What it's for

To delete a supplier that has been created before the procurement team choose to deal a business with the clients.

Delete the Supplier Information

- 1.1 On the left of the system, click on **Procurement > Supplier Master**.



- 1.2 Choose the supplier that wants to be delete.

- 1.3 Click on **Delete** button to delete the supplier information.

Supplier Code	Status	Description	Rating	Currency Code	Comp No
SUPPLIER	ACT	Supplier Name	Good (1)	RM	
EVANTAGE	ACT	EVANTAGE CMMS SOLUTION	Good (1)	RM	
TEST	ACT	TESTING	Average (2)	RM	
SINGTEL	ACT	SINGTEL TELCO BHD	Good (1)	SGD	
SUP 1	ACT	SUPPLIER 1 SDN BHD	Good (1)	RM	

Figure 1.2

1.4 A prompt message will popup indicate if you to continue delete the supplier. Click **Yes** to continue

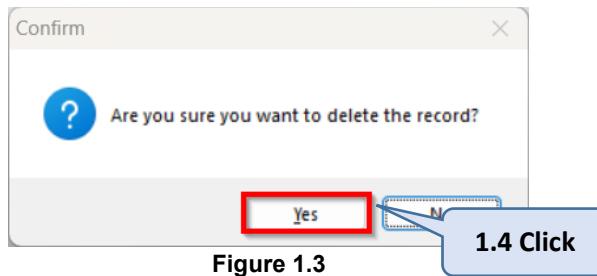
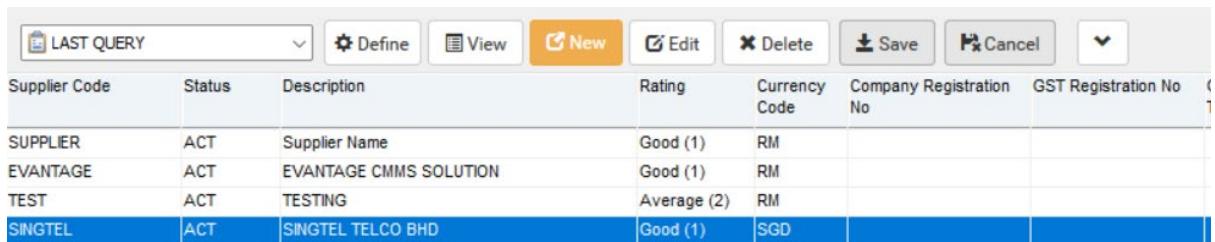


Figure 1.3

1.5 The supplier now has been successfully deleted.



Supplier Code	Status	Description	Rating	Currency Code	Company Registration No	GST Registration No
SUPPLIER	ACT	Supplier Name	Good (1)	RM		
EVANTAGE	ACT	EVANTAGE CMMS SOLUTION	Good (1)	RM		
TEST	ACT	TESTING	Average (2)	RM		
SINGTEL	ACT	SINGTEL TELCO BHD	Good (1)	SGD		

Figure 1.4