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D2.4 GLOSSARY OF PHYSICAL ASSET MANAGEMENT TERMS

SECTION 1: SYMBOLS

These symbols have been designed as a means of simplifying a range of terminology and expressions used in regard to Physical Asset Management Systems (PAMS). They have been privately developed, but may be used by students and incorporated into their SAP- or related physical asset management systems. They may also be expanded or simplified according to individual needs.

How the system works:

- The first part of the symbol, written in “UPPERCASE”, describes the condition, component, element or problem at hand.
- The second part of the symbol, written in “_{subscript}”, attempts to describe the factors contributing to the condition. In essence, the last part of the symbol further explains the symbol itself.

Symbol	Description
C _{ac}	% Actual condition-activated corrective work
C _{ad}	% Actual detective work
C _{af}	% Actual defect-activated corrective work
C _{ap}	% Actual preventive work
C _{ccwd}	Total number of condition-activated corrective jobs done
C _d	Asset design capacity
C _{dr}	Average duration per capacity restriction
C _{dwd}	Total number of detective jobs done
C _{fcwd}	Total number of defect-activated corrective jobs done
C _i	Specific occurrence of capacity restriction
C _{ic}	Safety audit assessment per checklist
C _{icmax}	Safety audit maximum checklist score
C _{max}	Commuter comfort checklist maximum
C _{nc}	Safety audit assessment per checklist
C _{ncmax}	Safety audit maximum checklist score
C _{nr}	Number of capacity restrictions
C _{pwd}	Total number of preventive jobs done
C _{rc}	Assessment score as per safety regulator checklist
C _{rcmax}	Assessment maximum checklist score
C _s	Commuter comfort checklist score
C _{sc}	% Weekly corrective work schedule compliance
C _{sc}	Security level assessment per checklist
C _{scmax}	Security level maximum checklist score
C _{smax}	Conformance checklist maximum score
C _{ss}	Conformance checklist actual score
C _{ss}	Security level assessment per checklist
C _{ssmax}	Security level maximum checklist score
C _{twd}	Total number of jobs done
C _u	Utilised capacity per asset
C _{vr}	Average % capacity restriction
E _d	Defect identification rate
E _e	Event identification rate
E _{ma}	% Maintenance availability
E _{mtbf}	Mean time between failures
E _{os}	Asset operational status
E _{ta}	% Availability as calculated
ET _{csd}	Number of critical asset types with formal strategies developed
ET _{ct}	Total number of critical asset types
ET _t	Total number of asset types
ET _{tsd}	Number of total asset types with formal strategies developed

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F_{fm}	% Un-identified failure modes
F_{fu}	% Un-identified functional failures
F_{rcu}	% Un-identified failure root causes
H_s	% Stockholding
L_t	% Timely train presentations
M_{acw}	Total man-hours spent on corrective work
M_{apw}	Total man-hours spent on preventive work
M_{aw}	Total number of man-hours recorded against work orders during both normal shifts and overtime. This is thus the total amount of hours worked
M_{awc}	Total actual man-hours for work orders completed in period
M_{awr}	Total hours booked on rework / correcting maintenance-induced failures
M_{cd}	Total man-hours sub-ordinates coaching received
M_{cs}	Total man-hours coaching target
M_{csd}	% Critical asset types with formal strategies developed
M_{na}	Total man-hours not allocated
M_{otav}	Total number of man-hours available during normal shifts, own (internal) labour only
M_{ow}	Total labour man-hours spent on overtime work against work orders
M_{pwb}	Total man-hours for planned work orders not completed
M_{pwbl}	Total man-hours for planned work orders not completed due to labour insufficiency
M_{pwc}	Total man-hours planned for work orders completed in period
M_{tav}	Total number of man-hours available during normal shifts, including own and contract labour
M_{tr}	Total number of own and contract labour man-hours required as per medium-term plan
M_{tsd}	% Of total asset types with formal strategies developed
N_{ata}	Number of staff attending formal safety courses
N_{ccwd}	Total number of condition-activated corrective jobs done
N_{ccws}	Total number of condition-activated corrective jobs on the weekly schedule
N_{ce}	Count of catastrophic safety-related events
N_{ckm}	Number of commuter km's
N_{cr}	Total number of capacity restrictions
N_{cwd}	Number of corrective (breakdown) work orders
N_{cwd}	Number of defect notifications
N_{cwe}	Number of event notifications
N_{cws}	Total number of corrective jobs on weekly schedule
N_{cwsd}	Total number of corrective jobs on weekly schedule that were completed
N_{dwd}	Total number of detective jobs done
N_{dws}	Total number of detective jobs on weekly schedule
N_{dws}	Total number of detective jobs on the weekly schedule
N_{dwsd}	Total number of detective jobs on weekly schedule that were completed
N_{fcwd}	Total number of defect-activated corrective jobs done
N_{fcws}	Total number of defect-activated corrective jobs on the weekly schedule
N_{fm}	Number of unidentified failure modes recorded against assets with a formal strategy
N_{fu}	Number of unidentified functional failures recorded against assets with a formal strategy
N_{is}	Total number of "maintenance" items (commodities) in stock
N_{ip}	Total number of items on maintenance parts master list
N_{nce}	Count of non-catastrophic safety-related events
N_p	Number of indices
N_{pa}	Total number of roles approved
N_{pf}	Total number of roles filled
N_{pwd}	Total number of planned work orders done
N_{pwd}	Total number of preventive jobs done
N_{pwn}	Total number of planned work orders not completed in a period
N_{pwncl}	Total number of planned work orders not completed in a period due to labour insufficiency
N_{pwnpc}	Total number of planned work orders not completed in a period due to stock parts insufficiency
N_{pws}	Total number of preventive jobs on weekly schedule
N_{pws}	Total number of preventive jobs on the weekly schedule
N_{pwsd}	Total number of preventive jobs on weekly schedule that were completed
N_{rc}	Count of all hazard situations
N_{rcu}	Number of unidentified failure root causes recorded against assets with a formal strategy

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N_{rfs}	Total number of "maintenance" stock requisitions fully satisfied immediately
N_{rjd}	Number of delinquent repetitive jobs
N_{rs}	Total number of "maintenance" stock requisitions submitted
N_{sa}	Number of assets serviced / maintained while supposed to be available for operation
N_{sr}	Number of assets to be serviced / maintained
N_{sta}	Total number of staff scheduled to attend formal safety courses
N_{stot}	Total number of staff, including contractors
N_{sws}	Total number of statutory jobs on weekly schedule
N_{swsd}	Total number of statutory jobs on weekly schedule that were completed
N_{ta}	Total number of assets on register / available
N_{ta}	Total number of assets on register / available
N_{tf}	Total number of functional failures recorded against assets with a formal strategy
N_{tfm}	Total number of failure modes recorded against assets with a formal strategy
N_{tps}	Total number of scheduled train presentations
N_{tpt}	Number of on time train presentations
N_{tr}	Total number of assets required for operations requirements
N_{tr}	Total number of assets required for operations requirements
N_{tr}	Total number of assets required for operations requirements
N_{trc}	Total number of failure root causes recorded against assets with a formal strategy
N_{twd}	Total number of work orders done
N_{twd}	Total number of jobs done
N_{two}	Total number of work orders in backlog
N_{tws}	Total number of scheduled work orders for the period (planned completion dates fall in weekly schedule)
N_{tws}	Total number of work orders scheduled for current period
N_{tws}	Total number of jobs on the weekly schedule
N_{twsd}	Total number of scheduled work orders completed during period
N_{us}	Number of un-certified staff
N_{wav}	Average work order completion in a schedule
N_{wav}	Average work order completion in a schedule
N_{wav}	Average work order completion in a schedule
N_{wco}	Total number of work orders carried over from previous period
N_{wns}	Total number of work orders in backlog not scheduled
N_{wp}	% Work orders planned
P_o	% Roles (positions) occupied
Q_c	% Commuter comfort
Q_{max}	Maximum quality assessment score
Q_s	Quality assessment score
R_c	Assets current fair value
R_{ckm}	Maintenance cost per commuter km
R_i	% Reduction (restriction) of capacity
R_{mt}	Total maintenance cost
R_{op}	% Total theoretical operations requirement supplied
R_{op}	% Total operations requirement supplied
R_r	Assets replacement value
S_{cc}	% Supervisors' coaching compliance
S_{ce}	Number of catastrophic safety-related events
S_{dc}	% Weekly detective work schedule compliance
S_l	% Labour sufficiency
S_{lic}	Internal safety audit result
S_{inc}	NOSA safety audit result
S_{irc}	Safety regulator assessment
S_{isc}	Commuter security level
S_{iss}	Staff security level
S_{ne}	Number of non-catastrophic safety-related events
S_{pc}	% Weekly preventive work schedule compliance
S_{rc}	Number of reported hazard situations
S_s	% Stock parts sufficiency
S_{sc}	% Weekly statutory work schedule compliance

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S_{sl}	% Stock parts service level
S_{ta}	% Formal training attendance
S_{tc}	% Weekly schedule compliance
S_{us}	% Un-certified staff
T_{ap}	Total actual production time for period in question
T_{bl}	Total breakdown loss time
T_c	Total calendar time
T_d	Total maintenance-related downtime
T_i	Duration of specific capacity restriction
T_{pa}	Total asset available time
T_{pp}	Total planned production time for period in question
T_{pu}	Total utilised time in hours
T_s	Elapsed time (non-available time) for service while supposed to be available for service
U_{sc}	% Occupancy of service supplied
W_{ac}	% Actual condition-activated corrective work
W_{ad}	% Actual detective work
W_{af}	% Actual defect-activated corrective work
W_{ap}	% Actual preventive work
W_{bns}	% Work orders in backlog not scheduled
W_{co}	% Work orders carried over
W_e	% Estimating index
W_{la}	% Man-hours recorded against work orders
W_{mb}	Work order backlog in hours
W_{mbl}	Work order backlog due to labour insufficiency in hours
W_o	% Labour used on work done after normal hours
W_q	% Rework
W_{qa}	% Quality assessment
W_{tc}	% Theoretical condition-activated corrective work
W_{td}	% Theoretical detective work
W_{tf}	% Theoretical defect-activated corrective work
W_{tp}	% Theoretical preventive work
W_{wb}	Work order backlog in weeks
W_{wbl}	Work order backlog due to labour in weeks
W_{wbp}	Work order backlog due to stock parts in weeks
X	Condition index value
μ	Mean of condition indices
\bar{x}_g	Geometric mean of condition indices
σ	Standard deviation
σ^2	Variance
Σ_{cr}	Count of all capacity restrictions
ΣN_{ais}	Total number of "maintenance" items (commodities) in stock based on average stock levels
ΣN_{ff}	Total number of items as forecasted for period
Σ_{rjd}	Sum of all delinquent repetitive jobs

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SECTION 2: ACRONYMS

APL	Application parts list
ASCII	American standard code for information interchange
BCD	Binary coded decimal
BOM	Bill of materials
CAD	Computer aided design
CAE	Computer aided engineering
CAM	Computer aided manufacturing
CAR	Concept approval request
CASE	Computer Aided Software Engineering
CATT	Computer Assisted Technology Transfer
CBM	Condition based maintenance
CCCS	Capital cost control system
CD-ROM	Compact Disc Read Only Memory.
CI/LI	Corrosion Inhibitor/Lubricity Improver (MIL-I-25017)
CIO	Corporate Information Office(r)
CMMS	Computerised maintenance management system
COBRA	Complete Oil Breakdown Rate Analyser
COEA	Cost and Operational Effectiveness Analysis
COP	Code of practice
COTS	Commercial Off-the-Shelf
CRT	Cathode Ray Tube
DAFECS	Digital Authority Full Engine Control System
DCF	Discounted cash flow
DDE	Dynamic data exchange
DGPS	Differential Global Positioning System
DME	Distance Measuring Equipment
DOS	Disc operating system
DSS	Decision Support System
DT&E	Development, Test, and Evaluation
DTM	Data Transfer Module
DWAF	National Department of Water Affairs and Forestry (South Africa).
ECM	Engine Condition Monitoring
EDI	Electronic data interchange
EFC	Estimated future commitment
EFT	Electronic funds transfer
EHF	Extremely High Frequency
EIS	Environmental Impact Statement
EM	Electromagnetic
E-mail	Electronic mail
EMP	Electromagnetic Pulse
EPAD	Electrically Powered Actuation Device
EPU	Emergency Power Unit
EWO	Engineering work order
EXLITE	Extended Life Tire
FBW	Fly by Wire
FEA	Finite Element Analysis
FFI	Failure finding interval
FMEA	Failure modes and effects analysis
FMECA	Failure modes, effects and criticality analysis
FOB	Free on board

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FOC	Full Operational Capability
FOD	Foreign Object Damage
FTA	Fault tree analysis
FY	Fiscal Year
GAMAP	Generally Accepted Municipal Accounting Policies (South Africa).
Gbps	Giga bits per second
GHz	Gigahertz
GPS	Global Positioning System
GUI	Graphical User Interface
H.Q.	Headquarters.
HCF	High Cycle Fatigue
HEL	High Energy Laser
HF	High Frequency
HMC	Heavy mineral concentrate
HPC	High Pressure Compressor
HPT	High Pressure Turbine
Hz	Hertz
I/O	Input / output
IBM	International Business Machines
IC	Integrated Circuit
ICOT	Isothermal Corrosion Oxidation Test
ICTP	Information Collection, Transfer, and Processing
ID	Identification
IDHS	Intelligence Data Handling System
IEEE	Institute for Electrical and Electronics Engineers
IETM	Interactive Electronic Technical Manual
IIR	Imaging Infrared
IMESA	Institute of Municipal Engineers of Southern Africa
IMIS	Integrated Maintenance Information System
INFOSEC	Information Security
IR	Infrared
IRAD	Independent Research and Development
IRR	Internal rate of return
ISDN	Integrated services digital network
ISS	Integrated Sensor System
KEFH	1,000 Engine Flight Hours
kHz	Kilohertz
KPI	Key performance indicator
LAN	Local Area Network
LASER	Light amplification by stimulated emission of radiation
LCC	Lifecycle cost(ing)
LED	Light Emitting Diode
LPD	Low Probability of Detection
LRU	Line Replaceable Unit
LSA	Logistic support analysis
MBWA	Management by walking around
MBS	Management by spying
MCD	Minimum Cost Design
MFD	Multifunction Display
MFMA	Municipal Financial Management Act of 2004 (South Africa).
MHS Act	Abbreviation for the Mine Health and Safety Act which covers aspects of safety in the workplace and in terms of which legislation, Statutory Appointments are made.

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MIL-HDBK	United States Military Handbook
MIL-STD	United States Military Standard
MIS	Management information system
MOA	Memorandum of Agreement
MODEM	Modulator / demodulator
MTBF	Mean Time Between Failures
MTTR	see Mean Time To Repair
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organisation
NDE	Non-destructive Evaluation
NDI/E	Non-destructive Inspection/Evaluation
NDT	Non-destructive testing
NPV	Nett present value
O&M	Operations and Maintenance
OCR	Optical character reconditioning
ODM	Oil Debris Monitoring
OHS act	Occupational health and safety act
OIS	Operator interface system
OLE	Object linking and embedding
OT&E	Operational Test and Evaluation
P&ID	Piping and instrument diagram
P3I	Pre-Planned Product Improvement
PABX	Private automatic branch exchange
PC	Personal Computer
PCS	Process control systems
PDCA	Plan-do-check-action
PDM	Predictive maintenance
PERT	Program evaluation and review technique
P-F (interval)	Potential failure / functional failure interval
PFC	Project final cost
PID	Proportional, integral and derivative
PIP	Product Improvement Plan
PLAID	Precision Location and Identification
PLC	Programmable logic controller
PM	<ol style="list-style-type: none"> 1. Abbreviation for planned maintenance, being a system of routine inspection and service which ensures that plant and machinery is kept in optimal condition by means of a schedule of work based on performance experience. 2. Abbreviation for Preventive Maintenance.
PMAD	Power Management and Distribution
PMD	Program Management Directive
POL	Petroleum, Oil, and Lubricants
PPBS	Planning, Program, and Budgeting System
PPE	Personal protective equipment
PR	Purchase requisition
PRA	Probabilistic risk assessment
PSA	Probabilistic safety assessment
PSTN	Public service telephone network
Pt 100	Platinum, 100 ohm
QML	Qualified Manufacturers List
QPL	Qualified Products List

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R&D	Research and Development
R&M	Reliability and Maintainability
RAM	Random access memory
RCM	Reliability centred maintenance
RFID	Radio frequency identification device
RFP	Request for Proposal
RM&S	Reliability, Maintainability, and Supportability
ROM	Read only memory
RTD	Resistance temperature detector
RULER	Remaining Useful Life Evaluation Routine (lubricants)
S/W	Software
SCADA	Supervisory control and data acquisition
SFC	Specific Fuel Consumption
SLCS	Software Lifecycle Support
SLEP	Service Life Extension Program
SO	Spatial Orientation
SOAP	Spectrometric Oil Analysis Program
SOP	Standard operating procedure
T&E	Test and Evaluation
T/R	Transmit/Receive
TIP	Technology Investment Plan
TM	Telemetry
ToSS	Total system support
TPM	Total productive maintenance
TRAMP	Testing, Reporting, and Maintenance Program
UHF	Ultra High Frequency
UPS	Uninterrupted power supply
VHF	Very High Frequency
VLf	Very Low Frequency
WAM	Workload Assessment Monitor
WAN	Wide Area Network

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SECTION 3: TERMS*

"As-built" drawings	The revision / specific version of a construction / design drawing which shows the configuration at the time the plant / equipment was handed over. This is the standard, unmodified plant / equipment configuration.
ABC classification	<p>Stockroom inventory is classified into categories called ABCD.</p> <ul style="list-style-type: none"> • "A" - items are the highest priority, the tightest control, frequent deliveries, close follow-up, and accurate records. Planning and Scheduling these parts utilise MRP (Material Requirements Planning), DRP (Distribution Requirements Planning, or EOQ (Economic Order Quantity) or other lot sizing techniques such as Lot for Lot. 10 % of the "A" items volume accounts for 70% of the total inventory value. • "B" - items are the priority when low or out of stock. Normal control is used and good records are maintained. EOQ and other lot sizing methods can be used effectively with these items. "B" items account for 20% of the total inventory value, and 20% of the inventory volume. • "C" - items are the lowest priority, simplest method of control. Min/Max used for ordering. These parts are usually expensed, as there are no records for them. These parts represent 10% of the total value, and 70% of the volume. • "D" - items are discontinued products or assembly bench stock.
Accountability	<ol style="list-style-type: none"> 1. Responsible for providing an explanation or justification, especially of one's own actions. 2. The ultimate obligation to achieve results by delegated responsibility and exercise authority in terms of agreed performances standards. Accountability has authority associated with it, therefore the right to make decisions. Accountability cannot be delegated.
Accruals	<ol style="list-style-type: none"> 1. Charges made against profits for costs which have been incurred but for which invoices have not yet been received. 2. Financial commitments against a cost code or work order which might not have been paid for yet.
Actual strength	The number of persons employed at any one time.
Actuarial analysis	Statistical analysis of failure data to determine the age-reliability characteristics of an item.
Agreement	The understanding between two parties regarding a discussion or dispute, in which the parties accept that certain conditions will be followed.
Algorithm	<ol style="list-style-type: none"> 1. The formula programmed in a controller by which an input signal is compared with pre-set values to effect the necessary control action. 2. A set of rules according to which calculations are performed on data in a standardised way, in order to get a meaningful result.
Allocation (of costs)	The attribution of whole items of cost to individual cost centres (e.g. full-time employee in a department, necessary materials to a project).
Alt	A Computer keyboard key which assigns defined different ("Alternate") functionality to certain other keys
Analogue	The form of data presentation in which a smoothly varying physical quantity is equally smoothly represented electronically, sometimes over a prescribed range and usually in proportion to a <i>process variable</i> .
Analysis	The investigative process of determining the facts about a situation and what meaning they have.
Angle of repose	The <i>inclination</i> from the horizontal, above which heaped up sand flows freely.
Application	A software program, which can often be bought 'off the shelf' and which will run without any modification after installation.
Application parts list	A list of all parts required to perform a specific maintenance job or part of a maintenance job. Typically set up as a standard list of parts attached to a Standard Job for Routine Tasks. Not to be confused with a Bill of Materials or a Master Parts List.
Applications software	Individual programs that carry out a specific business task, such as accounting, word processing, spreadsheets and presentation graphics, by working with <i>data files</i> which containing actual figures, text, or pictures.
Appointment	<ol style="list-style-type: none"> 1. The contract, normally between employer and employee, which sets out the conditions

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	<p>of employment and commencement date.</p> <p>2. The agreement between two or more parties to meet at a specific time and place.</p>
Appraisal	The process of determining how a person has performed in terms of defined expectations over a period of time.
Apprentice	A tradesperson (or craftsperson) in training.
Approve	<ol style="list-style-type: none"> 1. The formal agreement by a superior that something should be done, but that may still require a further level of agreement before it can be <i>authorised</i>. 2. The action of reviewing work done by a subordinate, and formally agreeing that it meets pre-defined standards. The signature of the "approver" on a document serves as a token that the work has been reviewed and found to meet the standards.
Approved complement	The actual number of posts / positions / roles, approved by the Managing Director, that appear on the organisation charts at any one time.
Approved supplier	A vendor whose credentials have been scrutinised by the Chief Buyer and found to comply with "The Company's" pre-requisites.
Aquatic	Living in or having to do with a fresh water environment.
Architecture	The specific design and construction of a computer, or a <i>network</i> of computers, in regard to the relationships and interconnections amongst the various parts and components.
Asset	<ol style="list-style-type: none"> 1. <i>Something that has intrinsic value</i>. Also sometimes described as <i>a company's productive resources</i>. Examples are facilities, conveniences, equipment, property, reserves, movables, immovable, things, goods..... Assets can either be physical or not physical. In the maintenance world, we are interested in the physical assets, which are also called "equipment". 2. Property, plant and equipment (tangible items) that <ol style="list-style-type: none"> a. Are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes; b. Are expected to be used during more than one period (financial year). <p>[It appears as if the term "asset" is favoured by financial and accounting staff as a collective name for all items that are seen as of value to the company.]</p> <p>OR</p> <p>Plant, machinery, property, buildings, vehicles and other items that have a distinct value to the organisation</p> <p>Also see "Equipment".</p>
Asset management	<p>The systematic planning and control of a physical asset throughout its life. This may include the specification, design, and construction of the asset, its operation, maintenance and modification while in use, and its disposal when no longer required.</p> <p>OR</p> <p>Systematic and coordinated activities and practices through which an organisation optimally and sustainably manages its assets and asset systems, their associated performance, risks and expenditures over their life cycles for the purpose of achieving its organisational strategic plan.</p>
Asset management information	<p>Meaningful data relating to assets and asset management</p> <p>NOTE Examples of asset management information include asset registers, drawings, contracts, licences, legal, regulatory and statutory documents, policies, standards, guidance notes, technical instructions, procedures, operating criteria, asset performance and condition data, or all asset management records.</p>
Asset management objective(s)	<ol style="list-style-type: none"> a) Specific and measurable outcome or achievement required of asset system(s) in order to implement the asset management policy and asset management strategy; and/or b) Detailed and measurable level of performance or condition required of the assets; and/or c) Specific and measurable outcome or achievement required of the asset management system.
Asset management plan	Document specifying activities and resources, responsibilities and timescales for implementing the asset management strategy and delivering the asset management objectives.
Asset management policy	Principles and mandated requirements derived from, and consistent with, the organisational strategic plan, providing a framework for the development and implementation of the asset management strategy and the setting of the asset management objectives.
Asset management strategy	<p>Long-term optimised approach to management of the assets, derived from, and consistent with, the organisational strategic plan and the asset management policy</p> <p>NOTE 1 The asset management strategy converts the objectives of the organisational strategic</p>

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	<p>plan and the asset management policy into a high-level, long-term action plan for the assets and/or asset system(s), the asset portfolios and/or the asset management system.</p> <p>NOTE 2 The high-level, long-term action plans for the assets and the asset management objectives are normally the outputs of the asset management strategy. These elements together form the basis for developing more specific and detailed asset management plan(s).</p>
Asset management system	<p>Organisation’s asset management policy, asset management strategy, asset management objectives, asset management plan(s) and the activities, processes and organisational structures necessary for their development, implementation and continual improvement.</p>
Asset portfolio	<p>Complete range of assets and asset systems owned by an organisation.</p>
Asset register	<p>A list of all the assets in a particular workplace, together with information about those assets, such as manufacturer, vendor, make, model, specifications etc.</p>
Asset system	<p>Set of assets that interact and/or are interrelated so as to deliver a required business function or service.</p>
Assistant	<p>A person whose work contributes to that done by another person.</p>
Audit	<p>The examination of an organisation’s affairs, mainly through its accounting records. It is often associated with the legal requirement for all limited liability companies to be audited externally by those qualified to do so, but it may also be undertaken internally for achieving financial control.</p> <p>Also see “Maintenance audit”.</p>
Authorise	<p>The most formal level of agreement that something will be done and that funds may be committed.</p>
Authority	<p>The sum of the rights and powers assigned to a position or initiated as an obligation of the position.</p>
Availability	<p>The proportion of total time that an item of equipment is capable of performing its specified functions, normally expressed as a percentage. It can be calculated by dividing the equipment available hours by the total number of hours in any given period. One of the major sources of disagreement over the definition of availability is whether downtime should be divided by total hours, or by Scheduled Operating Time. For example, if your plant is only scheduled to operate 5 days a week, should downtime incurred over the weekend be included in the calculation of availability? The view I take is that one of the prime goals of any organisation should be to maximise its Return on Assets. This can only be achieved by reducing the total downtime, regardless of whether this downtime was scheduled or not. For this reason, SAMA prefers to use a definition of downtime that considers all downtime, as a proportion of total time, not scheduled operating time only.</p>
Available hours	<p>The total number of hours that an item of equipment is capable of performing its specified functions. It is equal to the total hours in any given period, less the downtime hours.</p>
Average life	<p>How long, on average, a component will last before it suffers a failure. Commonly measured by Mean Time Between Failures.</p>
Back-blade	<p>The process whereby a bulldozer is driven in reverse with the blade depressed so that a smooth path is created</p>
Backlog (backlog work, work order backlog)	<p>Jobs that have been identified / activated in the past, but have not been done due to resource un-availability. More specifically, backlog is the sum of:</p> <ul style="list-style-type: none"> • Jobs that were carried over from a previous scheduling period, and are therefore included in the current period’s schedule. • Jobs that were identified prior to “time now” and have not been scheduled yet. <p>Therefore, jobs that appear on this period’s schedule and were not carried over from a previous period, are not backlog. These jobs are regarded as being “in hand” and properly provided for from a resource point of view.</p> <p>Backlog can be expressed in three ways, namely:</p> <ul style="list-style-type: none"> • Total man-hours content of the jobs involved. • A simple count of the jobs involved. • The number of crew-weeks or workshop-weeks required to do the work.
Back-up	<p>An electronic copy of an electronic document kept to enable the restoration of a lost or damaged <i>file</i>.</p>
Bandwidth	<p>Now used to define the data carrying capacity of a network, the term more correctly defines the range of frequencies that can pass along a cable or communications link.</p>

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Barge	A floating platform for working / transporting tools, material, people etc. in a pond; normally self-propelled.
Bearing	A machine part that reduces friction between fixed and moving parts.
Bench-marking	The process of comparing performance with other organisations, identifying comparatively high performance organisations, and learning what it is they do that allows them to achieve that high level of performance.
Benthic invertebrates	Creatures without bones in their bodies which live in the material at the bottom of a stream or body of water. They act as indicators of the condition of their <i>environment</i> .
Bentonite	Mineral possessing binding properties, which is used to stabilise saturated sand, such as in <i>berm walls</i> .
Berm	A wall constructed from local material to contain a body of water.
Bid	Contracting jargon for a quotation, an offer to purchase.
Bidders' list	A tabulation of details relating to approved suppliers.
Bill of materials	A list of all the parts (including rotables) that make up a particular asset. Not to be confused with an Applications Parts List. Such parts and components are typically cross-referenced with the corresponding items on a drawing / set of drawings.
Boil box	An open-bottomed construction; usually fitted with baffles, which dissipates the energy in the flow into a <i>process bin</i> from an open-ended pipe.
Bore	<ol style="list-style-type: none"> 1. The interior diameter of a tube or cylinder, esp. the barrel of a firearm, or the barrel of a hydraulic cylinder. 2. To make a hole through or in with a drill or similar tool.
Breakdown	<p>A specific category of failure, where an item of plant or equipment is completely unable to function.</p> <p>Also refer "functional failure".</p>
Breakdown maintenance	<p>A generic name for a <i>general approach to maintenance</i> which is based on "wait till it fails, and only then repair it".</p> <p>[Different to "corrective maintenance" which has the meaning of correcting a specific instance of functional failure].</p>
Breakdown structure	The way in which the configuration of the plant is described in terms of how things are related to one another
Bridge	A device in a local area network or LAN that monitors all traffic on the two sub-networks that it links and allows two networks to communicate, even though they may have different topologies or communications <i>protocols</i> .
Browse	The process by which a database can be searched for the occurrence of a particular word, or group of words
Budget	The expression of management's planned short-term achievement in financial and numerical terms. The approved annual budget of production and costs is issued to each responsibility holder, who must ensure that costs are controlled in accordance with the budget, whereas the Programme Manager / Chief Projects Engineer is responsible for controlling and reporting on the capital budget.
Budgeted complement	The number of posts, approved by the Managing Director, for which financial (budget) provision has been made for a particular year.
Bug	IT jargon for the unidentified cause of errors or faults somewhere in a computer system
Business risk	Risk to the business performance arising from foreign competition, price competition, substitute products, technological obsolescence and / or fluctuations and changes in the national economy.
Cable schedule	Details of all installed cables (used or unused) such as cable type, number of conductors, sizes, lengths, voltage, source, destination and general description of route.

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Cable skid	A raft-like, steel construction on which excess power cable is laid, in the form of a figure 8, to protect it.
Calcrete	A naturally occurring, hard and usually flat, limestone material.
Call-out	To summon a tradesperson to the workplace during his normal non-working time so that he can perform a maintenance activity (normally an emergency maintenance task).
Cancelled train	A total single train trip, scheduled to depart at a given time, which has been cancelled. In such a case, the commuters have no other choice but wait for the next scheduled trip. Also see "Late train" and "Delay".
Capability study	A complete evaluation of all production parameters in order to establish whether the production processes can meet customer requirements.
Capacity	The design throughput or proven rated ability of an installed equipment unit or plant. Also see "Nameplate rating".
Capital	Funds approved by the Board for the purchase of new or replacement <i>assets</i> . When used without an adjective, this word is ambiguous. Use with caution!
Capital ("capex") vote	Board-approved total sum of money for capital expenditure in the year based on itemised requests.
Capital cost control system	A computer-based system which manages the financial aspects of projects from <i>vote</i> application to <i>close-out</i> .
Carried over work	This is a measure of the extent to which work scheduled to be completed, <i>but was not completed</i> , during the previous scheduling period contributes to the total amount of work in a given period. Also see "Work carried over".
Cash flow	A form of budget which shows cash inflow, outflow and the nett cash situation over a period of time.
Charge	The formal accusation by an official of the company against an employee of a wrong-doing.
Charge code	A segment of a multi-segment, structured cost code which typically indicates the specific process against which cost is incurred.
Charter	A document outlining the principles, functions, and organisation of a corporate body; a constitution: <i>the city charter</i> .
Click	The process of using the appropriate finger to activate one of the selection switches on a computer <i>mouse</i> to carry out a computer command
Coaxial cable ("Coax")	A single cored electrical conductor within, and insulated from, a tube of braided copper which is enclosed in an insulating sheath, used for computer networks because the cable is comparatively free from external interference and permits very high transmission rates.
Code of practice	A management-approved standardised document which addresses a specific aspect of the Company's business in terms of WHAT must be done, by WHOM, WHY and by WHEN. Also see "Standard operating procedure".
Commit	<ol style="list-style-type: none"> 1. The book-keeping process whereby approved funds are transferred from the budget to work-in-process. 2. Authorising a transaction with a cost implication, like a purchase order, and thereby allocating the cost of the transaction to the appropriate cost code – although the amount involved has not yet been physically paid.
Commitment	<ol style="list-style-type: none"> 1. The total value of committed orders. 2. The 'contract' between two parties to get something done
Commitment forecast (S-curve)	A graphical representation of the funds <i>committed</i> against time for each <i>project</i> or group of projects.
Commodity	<ol style="list-style-type: none"> 1. Any raw material, part, component or safety-related equipment purchased. 2. Any item which has been approved as a stores stock item.

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Compatibility	The ability of different systems and computers to operate together. It takes different forms (e.g. data compatibility or program compatibility) and needs careful definition for successful practical achievement. Different word-processing or spread sheet programs, for example, may or may not be compatible with each other – i.e. a file created on one program may or may not be capable of being understood by a different program.
Competent	Having been tested and found capable of performing a specified task to the satisfaction of a defined standard.
Component	An element of an asset which is such that it is removable in one piece and interchangeable with other, standard components. [Note that this term has the same meaning as “rotable”. Although the term “rotable” seems to be preferred by maintenance practitioners, the South African Treasury prefers the term “component”]. Also see “rotable”.
Computerised maintenance management system	A computerised system to assist with the effective and efficient management of maintenance activities through the application of computer technology. It generally includes elements such as a computerised Work Order system, as well as facilities for scheduling Routine Maintenance Tasks, and recording and storing Standard Jobs, Bills of Materials and Applications Parts Lists, as well as numerous other features.
Conceptual phase	The <i>phase</i> that covers the generation of the idea or the defining of a problem.
Concession	A once-off approval / acceptance of non-conforming product / material / service after careful consideration of all implications.
Condition based maintenance	An equipment maintenance strategy based on measuring the condition of equipment in order to assess whether it will fail during some future period, and then taking appropriate action to avoid the consequences of that failure. The condition of equipment could be monitored using Condition Monitoring, Statistical Process Control techniques, by monitoring equipment performance, or through the use of the Human Senses. The terms Condition Based Maintenance, On-Condition Maintenance and Predictive Maintenance can be used interchangeably. Also see “detective maintenance”.
Condition monitoring	The use of NDT, Thermography, Vibration Analysis and Oil Analysis techniques to identify any changes that may have taken place to an item of equipment in order to predict the onset of failure of that equipment.
Conditional probability of failure	The probability that an item will fail during a particular age interval, given that it survives to enter that age.
Conductivity	The measure of how easily an electric current can flow in a particular medium and measured in micro siemens.
Configuration	The functional and/or physical characteristics of hardware/software as set forth in technical documentation and achieved in a product. (MIL-STD-973) Configuration control. The systematic evaluation, co-ordination, approval or disapproval and dissemination of proposed changes and implementation of all approved changes in the configuration of any item after formal establishment of its configuration Baseline. Configuration control board. A board composed of technical and administrative representatives who approve or disapprove proposed engineering changes to an approved baseline. Configuration documentation. Configuration documentation is the sum of all the documents that define the physical and functional characteristics of a System, subsystem, CSCI, HWCI or designated equipment, for example, specifications, design documents, engineering drawings, source code listings. Configuration elements. Specifications, drawings, source code, etc., that define the configuration of a CSCI. Configuration identification. The current approved or conditionally approved technical documentation for a configuration item as set forth in specifications, drawings, and associated lists, and documents referenced therein. (MIL-STD-973)

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	<p>Configuration item (CI). A configuration item is an aggregation of hardware or software that satisfies an end use function and is designated by the acquirer for separate configuration management. (MIL-STD-973)</p> <p>Configuration management (CM). A discipline applying technical and administrative direction and surveillance to:</p> <ul style="list-style-type: none"> • identify and document the functional and physical characteristics of CIs; • audit the CIs to verify conformance to specifications, interface control documents and other contract requirements; • control changes to CIs and their related documentation; and • record and report information needed to manage CIs effectively, including the status of proposed changes and the implementation status of approved changes. <p>Configuration management plan. The configuration management plan defines the implementation (including policies and methods) of configuration Management on a particular program/project. To be known as the Configuration Management Plan (CMP).</p> <p>Configuration status accounting. The recording and reporting of information needed to manage configuration effectively, including:</p> <ul style="list-style-type: none"> • a listing of the approved configuration identification; • the status of proposed changes, deviations, and waivers to the configuration; • the implementation status of approved changes, and; <p>the configuration all units of the CI in the operational inventory.</p>
Cons	Abbreviation for “Concentrates”, being the valuable <i>fraction</i> of a separation process.
Consultant	One who helps another by providing advice or service.
Contamination	The presence in an environment of undesirable, unhealthy or even dangerous matter.
Contingency	The percentage of a project budget allowed to cover risks and unforeseen non-discretionary costs that arise during the project. The contingency may only be <i>committed</i> if authorised by the Project Sponsor.
Continual improvement	A formal, properly defined process whereby performance of a total company or selected processes of a company is improved on an on-going, structured, managed basis.
Continuous improvement program	A system by which opportunities to add value to work processes, save on maintenance and repair costs, or reduce the cost of production are identified, assessed and implemented.
Contract acceptance sheet	A document that is completed by the appropriate Contract Supervisor and Contractor to indicate job completion and acceptance. It also forms part of the appraisal of the contractor’s performance.
Contract risk	The cost that may be incurred if the <i>project</i> is cancelled but creditors still have to be paid.
Contractor	A person who is working at “THE COMPANY” in terms of certain conditions and either for a specified period, or until a defined task has been completed.
Controller	In a process control <i>loop</i> , the device in which a control <i>algorithm</i> resides and which performs the input comparison with the value determined by the operator (set point) to generate an output signal which will correct the error.
Corrective / preventive action	The steps to be taken after a non-conformance is detected in order to first correct the non-conformance, and secondly to prevent it from occurring again.
Corrective maintenance	Any maintenance activity which is required to correct a failure that has occurred or is in the process of occurring. This activity may consist of repair or replacement of components and / or parts.
Cost code	A multi-segment, structured code, used as “internal account number” for purposes of budgeting, cost allocation and cost reporting. The cost code typically comprises the Who , What and Where elements of <i>Responsibility, Expense Type, Asset Type</i> and <i>Process Code</i> .
Craftsperson	Alternative to Tradesperson. A skilled maintenance worker who has typically been formally trained through an apprenticeship program.

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Creditors	Organisations and persons to whom money is owed by the company.
Critical path	The series of tasks on an integrated plan (PERT chart) which determine the minimum duration of the project.
Criticality	The priority rank / relative importance of some environment property based on formal assessment criteria.
Cubicle	A fabricated cupboard-like housing, usually floor standing, in which electronic equipment is located to protect it.
Cyclone	A specially designed, fabricated steel, tapered, cylindrical device into which a sand <i>slurry</i> is admitted through a <i>tangential</i> pipe and which, by the centrifugal motion of the mixture, water is expelled from the top and sand exits from the tapered end, or <i>frustum</i> .
Data	Information which has been converted into an electronic code, or "machine language" to enable it to be processed by a computer, then presented as useful information.
Date files	Computer files, created through the use of an <i>applications software</i> program, which contain the actual data representing the text of a letter, the figures in a spread sheet, etc.
Defect	A defect is typically a potential failure or a functional failure that requires maintenance attention. [The terms potential failure and functional failure are preferred].
Definitive phase	The <i>phase</i> in the course of a project that covers the development of the accepted alternatives through to defining the cost to $\pm 10\%$ accuracy.
Delay (of train)	The elapsed time in hours and minutes between the scheduled departure time of a train on a specific trip, and the actual departure time. Therefore, a late train is always associated with a delay, and the delay indicates the extend of lateness. Also see "Late train".
Delegate	1. (verb) The legitimate act of instructing another person to perform a defined task. 2. (noun) A person who is attending a gathering, such as a conference or seminar.
Delinquent work	A fixed frequency repetitive job, of which the "scheduling mechanism" in the CMMS was set as "Reschedule only upon completion" and the last job done has not been completed in the CMMS. The job is thus not rescheduled, and seems to have disappeared from the system.
Department	A grouping of people within a <i>division</i> of the Company under the control of a Manager.
Derrick	A crane-like structure, which pivots at its base and is used for raising a load.
Dial	The process of selecting another telephone subscriber's number from a telephone outstation. Originally by means of a finger-operated, semi-rotary device on the front of the instrument which created the same number of circuit breaks as the number selected thereby signalling the automatic electro-mechanical exchange
Dial-up	The automatic initiation of a station-to-station telephone call for data interchange.
Digital	The form of data presentation in which a physical quantity is represented by a set of numbers varying between defined states. True digital signals may have 10 states, but the term is commonly used with reference to "on/off" conditions which are more correctly "binary" (2-state), i.e. a single set or patterns of 0's and 1's only.
Dip tube	A pipe which descends into a mining pond or a <i>process bin</i> , along which a device may be lowered to determine the under-lying solid level, without the risk of the device being carried sideways by turbulence.
Dippings	A series of depth measurements, usually of a mining pond or process bin.
Direct cost	A cost directly attributable to a product or service.
Discard task	The removal and disposal of items or parts.
Discounted cash flow	A technique for appraising investment or financing opportunities which expresses cash flow in

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	terms of the "time value" of money.
Disk(ette)	A magnetically-sensitive flexible disk of plastic material in a protective jacket which is used as a secondary storage medium for data.
Disposition	What to do with a non-conforming product or material in order to segregate isolate and control it to prevent contamination of conforming product or material.
Division	A grouping of people within the Company under control of a General Manager.
Downtime	The time that an item of equipment is out of service, as a result of functional failure. The time that an item of equipment is available, but not utilised is generally not included in the calculation of downtime.
Draft survey certificate	Certificate issued by appointed Marine surveyor to confirm the quantity of product loaded in a ship.
Drive (variable speed)	An electronic device for controlling a combination of speed and torque in an electric motor. The power is first rectified to dc, then for an ac induction motor, it is converted to the ac frequency proportional to the desired speed of the motor.
Ducks foot	The pump suction pipe construction in a <i>sump</i> or <i>bin</i> which creates a flat surface on the underside of the pipe.
Dye penetrant	A thin coloured liquid which, when sprayed onto a weld will show by means of a coloured area, any welding imperfections. Also sprayed onto parts that are susceptible to cracking, for showing hairline cracks.
Economic life	The total length of time that an asset is expected to remain actively in service before it is expected that it would be cheaper to replace the equipment rather than continuing to maintain it. In practice, equipment is more often replaced for other reasons, including: <ul style="list-style-type: none"> • It no longer meets operational requirements for efficiency, product quality, comfort etc. • Because newer equipment can provide the same quality and quantity of output more efficiently.
Ecotoxicology	The study of the effect of poisons on a living organism or system.
Electrical & instrument detail drawing	Detailed dimensioned drawings of equipment such as cable trays (if available), motors, valves, actuators, etc. These are normally certified vendor drawings.
Electrical & instrument equipment layout drawing	A drawing indicating the physical location of electrical and / or instrumentation services and devices e.g. sub-stations, switch rooms, motor control centres, control rooms, I/O racks or rooms, major junction boxes, cable tray layouts, lighting layouts and individual equipment location, plus air-conditioning layouts including chilled water lines.
Electronic data interchange (EDI)	A means of transferring data in internationally-standardised formats between co-operating enterprises, via computer-to-computer communications links, without having to print it out on one computer and key it into another. EDI requires firm agreement on proprietary and other standards.
Electronic funds transfer (EFT)	A method of exchanging information on financial transactions, via computer-to-computer communications links, without moving paper-based information or actual cash.
Electronic Mail	A communication system that permits the transfer of messages and attachments across the computer network and is therefore available to every person on the LAN.
Emergency maintenance task	A maintenance task carried out in order to avert an immediate safety or environmental hazard, or to correct a failure with significant economic impact.
Emergency stock	The quantity of a commodity that must be maintained on hand at all times to provide for initial response to an unplanned catastrophic event.
Employee	A person who started working at "THE COMPANY" in terms of certain conditions, normally on a full-time basis, for an unspecified (normally on-going) period.
Enablers (asset management)	Supportive systems, procedures, processes, activities and resources that enable an organisation to operate its asset management system efficiently and effectively.
Engineering work order	A term used for work other than maintenance work, to be executed by the engineering function.

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	<p>[This term is often used interchangeably with “maintenance work order” and should rather be avoided].</p> <p>Also see “work order”.</p>
Enquiry	An invitation to industry by the Company to make a priced offer for the supply of specified goods or services.
Enterprise	A business operation comprising people and property whose efforts are directed to a common cause.
Environment	Surroundings in which an <i>organisation</i> operates, including air, water, land, natural resources, flora, fauna and their interrelation with humans.
Environmental aspect	Element of an <i>organisation’s</i> activities, products or services that can interact with the <i>environment</i> .
Environmental consequences	A functional failure has environmental consequences if it could cause a breach of any known environmental standard or regulation.
Environmental impact	Any actual or planned change to the <i>environment</i> , whether adverse or beneficial, wholly or partially resulting from an <i>organisations</i> activities, products or services.
Environmental management system	The part of the overall <i>management</i> system that includes organisational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and maintaining the <i>environmental policy</i> .
Environmental management system audit	A systematic and documented verification process of objectively obtaining and evaluating evidence to determine whether an <i>organisation’s environmental management system</i> conforms to the criteria set by the <i>organisation</i> for the purpose, and for the communication of the results of this process to management.
Environmental objective	Overall <i>environmental</i> goal, arising from the <i>environmental policy</i> , that an <i>organisation</i> sets itself to achieve, and which is qualified and practicable.
Environmental policy	Statement by the <i>organisation</i> of its intentions and principles in relation to its overall <i>environmental</i> performance which provides a framework for action and for setting of its <i>environmental objectives</i> and <i>targets</i> .
Environmental target	Detailed performance requirement, quantified where practicable, applicable to the organisation or parts thereof, that arises from the environmental objectives and that needs to be set and met in order to achieve those objectives.
Equipment	<p>A <i>physical object which is intended to perform a function</i>. Examples are apparatus, furniture, instrument, appliance, tools of the trade, power-driven machines, motor, engine.....</p> <p>Equipment is therefore a sub-set of assets, namely those assets that are identifiable as physical objects.</p> <p>[It seems as if the term “equipment” relates better to the maintenance practitioner than the term “asset”, as maintenance has to do with the preservation / restoration of the capability to perform an intended function(s), and is therefore interested in the physical assets].</p> <p>Also see “asset”.</p>
Equipment life	This term often isn't very useful, in a practical sense. For example, if I was to tell you that my Aunt has an axe that she uses for chopping firewood, and in the last 40 years it has had 2 new axe-heads and 5 new handles, how would you define the life of the axe? Perhaps it makes more sense to talk about Component Life. Also see Economic Life, Useful Life and Average Life for some more practical definitions.
Equipment maintenance strategies	The choice of routine maintenance tasks and the timing of those tasks, designed to ensure that an item of equipment continues to fulfil its intended functions. An equipment maintenance strategy can consist of any combination of preventive, detective, corrective and adaptive tasks.
Estimate	Cost build per project item to enable approval. No commitments may be made against an estimate
Estimated future commitment	A projection of the funds which must still be committed from the budget to complete the

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	project.
Estimated plant replacement value	The estimated value of capital required to replace all the existing equipment with new equipment capable of producing the same quantity and quality of output. This is a key value often used in benchmarking activities.
Estimating index	The ratio of (Estimated Labour Hours required to complete the work specified on Work Orders) to the (Actual Labour Hours spent to complete the work specified on those Work Orders), commonly expressed as a percentage. This is a commonly used measure of Labour productivity, particularly when there are well-defined Estimating standards. A figure of greater than 100% for the Estimating Index indicates a higher than standard level of productivity, while a figure of less than 100% indicates a lower than standard level of productivity.
Ethernet	A local area network (LAN) system for linking computing devices within an organisation, so that data can be transmitted between them.
Event	An occurrence which is undesirable. The term "event" is often used for critical / high priority functional failures that require immediate corrective action (relevant to equipment). Also see "Incident".
Exception reporting	A system of variance reporting where only those major / significant variances from standard or budget are reported.
Excessive	More than a prescribed amount.
Expenditure forecast (S Curve)	A graphical representation of orders placed against time for each <i>project</i> or group of projects.
Expense type	The part of the structured, multi-segment <i>cost code</i> which identifies the nature of costs (i.e. WHAT).
Expert system	A computer system reflecting human decision-making processes in areas of special expertise, combining a knowledge base, an inference program, an explanation program and other elements which enable the system to be operated as a consultancy aid and decision-making support.
Exposure	A term used in relation to the risk associated with international activities i.e. the exposure to transactions and the translation from a foreign currency into the parent company's currency.
External audit	A verification of fact carried out by an organisation outside the company, such as a Certification body, against specific requirements.
Fail-safe	Protected against failure or breakdown, as by a compensatory or back-up mechanism that begins to function automatically in an emergency.
Failure	An item of equipment has suffered a failure when it is no longer capable of fulfilling one or more of its intended functions. Note that an item does not need to be completely unable to function to have suffered a failure. For example, a pump that is still operating, but is not capable of pumping the required flow rate, has failed. In Reliability Centered Maintenance terminology, a failure is often called a Functional Failure.
Failure cause	The root cause or most fundamental cause of failure. [The term "root cause" is preferred].
Failure code	A term that strictly spoken has no meaning, and should not be used.
Failure consequence	A term used to express the severity of a potential / functional failure, typically in terms of the failure's impact on people safety, environmental safety, and production output.
Failure effect	As for "failure consequence".
Failure finding interval	When the consequence of a functional failure is hidden, a frequent failure finding task might be done. The interval is the same as the frequency at which such task is done.
Failure finding task	An inspection or a testing task, designed to determine, for Hidden Failures, whether an item or component has failed. A failure finding task should not be confused with an On-Condition or detective task, which is intended to determine whether an item is about to fail. Failure Finding tasks are sometimes referred to as Functional Tests.

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Failure mode	The mechanism of functional failure, like "Broken shaft".
Failure modes and effects analysis	A structured method of determining equipment functions, functional failures, failure modes, assessing the causes of failures and their failure effects. The first part of a Reliability Centered Maintenance analysis is a Failure Modes and Effects Analysis. Also referred to as "front-end analysis".
Failure modes, effects and criticality analysis	See "failure modes and effects analysis".
Failure pattern	The relationship between the Conditional Probability of Failure of an item, and its age. Failure patterns are generally applied to Failure Modes. Research in the airline industry established that there are six distinct failure patterns. The type of failure pattern that applies to any given failure mode is of vital importance in determining the most appropriate equipment maintenance strategy. This fact is one of the key principles underlying Reliability Centered Maintenance.
Fault tree analysis	A structured "inverted tree" listing of conditions that are used to identify the cause of a functional failure.
Feasibility phase	The <i>phase</i> that covers the realistic definition of the problem, or the idea, during which various alternatives are developed and a solution is recommended.
Ferrocete	A naturally occurring, iron-rich material with a rock-like appearance.
Fibre optic ("cable")	An information transmission medium capable of very high frequencies using an infra-red or visible light as a carrier in strands of plastic or glass fibre made from silicon dioxide no thicker than a human hair contained in a protective sheath.
File	A collection of data compiled into a coherent form such as a document.
File server	Usually a <i>minicomputer</i> or a powerful "personal computer" which is used for the management and storage of user files in a network.
Financial accounting	Recording the financial transactions and positions of a business principally for the benefit of external parties e.g. shareholders.
Financial management	Management of all aspects of the organisation's finances.
Firmware	A form of software written for the user of a system which adapts the software to specific features of the user environment
Fixed assets	The possessions of a business not used up in the trading process nor held for resale in the normal course of trading, which it uses to carry out its activities. Includes land, buildings, machinery and vehicles.
Folder	A collection of <i>files</i> in a directory pertaining to the same subject.
Font	Typographical term for an alphabet of characters all of the same form. For example, this document was created using an easy-to-read font called "Trebuchet", but with modern computing power, it is possible to convert to any other available font. The term originates from monastic times when books were reproduced manually and most things bore religious names.
Forecast	The most likely anticipated result, based on relevant history, research and assumptions.
Forward workload	All known backlog work and work which is due or predicted to become backlog work within a pre-specified future time period.
Free on board	A shipping contract form in which shipping and insurance costs are paid by the supplier up to and including the point of departure.
Freeze	The act of stopping any further changes in a design.
Freeze (computer)	IS jargon for an unexplained stoppage in the processing of keyboard or mouse data resulting in all screen activity ceasing, hence "Screen Freeze"
Frustum	The tapered, lower section of a <i>cyclone</i> .

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Function	The definition of what we want an item of equipment to do, and the level of performance which the users of the equipment require when it does it. Note that an item of equipment can have many functions, commonly split into Primary and Secondary Functions. Note also that the level of performance specified is that required by the users of the equipment, which may be quite different to the original design, or maximum, performance capability for the equipment.
Functional failure	The inability of an item of equipment to fulfil one or more of its functions. Interchangeably used with Failure.
Functional policy	Specified approach, rules and boundaries set out by an organisation, that provide direction and the framework for the control of specific asset-related processes and activities NOTE Functional policies, strategies and objectives relate to asset management activities or processes, such as capital investment, construction methods, maintenance and purchasing, These should not be confused with asset management policies, asset management strategy and asset management objectives, which are cross-functional, considering the life cycle optimisation of all relevant activities.
Functional test	See "Failure finding task".
Future scenario	An assessment of the certainty that such factors as market, financial, operations, technology, people and government may impact on the future.
Gang-plank	A narrow, flat, portable platform, usually placed to gain access to a floating vessel.
Gantt chart	A bar chart format of scheduled activities showing the duration and sequencing of activities.
General arrangement	Drawing showing the equipment layout of and within distribution panels, marshalling panels, instrument panels and major junction boxes. Relevant dimensions are included.
Glitch	IS jargon for an error or fault, which results in a malfunction of the computing process.
Goal	A management-specified desired result, typically as interim "improvement target" or "progress checkpoint" towards the reaching of an objective. Also see "Objective".
Go-line	Used in relation to mobile equipment. Equipment which is available, but not being utilised is typically parked on the Go-line. This term is used interchangeably with Ready Line.
Grade	A measure of the quality of a feed or product stream in terms of a standard component or group of components in the same stream, expressed as a percentage.
Graphical user interface	A pictorial and graphical body of information (icons, menus, clipboards and similar devices), generated by special-purpose software and displayed on a <i>screen</i> and usually accessed by a pointing device or <i>mouse</i> , that allows the user to carry out computer operations simply and quickly.
Grievance	A formal statement by an employee regarding a perceived wrong doing which should be investigated.
Grizzly	A coarse strainer used to separate normally unwanted objects from a liquid stream.
Handset	The part of a telephone instrument combining the earpiece and mouthpiece and connected to it electrically
Hang-up	In telecoms, the process of disconnecting a circuit (See "Hook") OR A temporary delay in data processing often caused by a " <i>glitch</i> " (See also in PCS)
Hard disk	A rigid data storage disk used in computers which is capable of storing more information (in megabytes) and being accessed more rapidly than a floppy disk.
Hatched position	A complemented post which will fall away either when the incumbent vacates the post or when the expiry date is reached, as authorised by the Managing Director.
Haulage	The operation concerned with the transporting of material by road.

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Hazop	A structured process, originally developed by ICI following the Flixborough disaster, intended to proactively identify equipment modifications and/or safety devices required in order to avoid any significant safety or environmental incident as a result of equipment failure. Similar, in some respects to Reliability Centered Maintenance, but not as rigorous as Reliability Centered Maintenance in identifying underlying causes of failure, and does not consider, in any depth, the possibility of avoiding such incidents through applying appropriate Proactive Maintenance tasks.
Health and safety standard	A rule which promotes the attainment of hygienic and safe working conditions and the objectives of the <i>MHS Act</i>
Heavy mineral concentrate	Abbreviation for heavy mineral concentrate, being the valuable material that is separated from the rest of the dune sand by the concentration process of the Mining Plants
Hidden failure	A failure which, on its own, does not become evident to the operating crew under normal circumstances. Typically, protective devices which are not fail-safe (examples could include standby plant and equipment, emergency systems etc.)
Highlight or daylight	Where water emerges from the base of a stack of sand, indicating the <i>phreatic line</i> at the point of exit
Hook	In telecomms, the circuit disconnect switch; a term derived from electro-mechanical telephony, in which a connection to the exchange was established from an outstation by lifting the earpiece from a spring-loaded "hook" attached to the circuit switch. With the introduction of combined ear and mouth handsets, this was replaced by the "cradle-switch"
Hydrocarbon	A chemical compound, usually combustible and comprising hydrogen, oxygen and carbon, the proportions of which determine it's specific characteristics and name.
Icon	A small symbol that graphically represents a particular computer function
Impact assessment	A study of all the ways in which a particular concept or plan may affect a specified environment.
Implementation phase	The <i>phase</i> during which the actual approved work of the project is carried out
Incident	An occurrence which is undesirable. The term "event" is often used for critical / high priority functional failures that require immediate corrective action, while "incident" is used for all functional failures and non-equipment related occurrences that resulted in some form of loss or damage. Also see "event".
Incumbent grade	Signifies that an individual's personal grade is lower than the official job grade.
Indirect expenses	These are expenses that do not have a direct influence on production and which carry an alpha prefix in the code structure (e.g. T46 = Call-Out Travel)).
Induction	The process whereby a person is made aware of certain aspects of the company's operation in order for them to gain the awareness necessary to perform their job
Infant mortality	The high conditional probability of failure due to manufacturing defects, design, installation, or start-up procedures during the period immediately after an item enters service.
Inherent reliability	A measure of the reliability of an item, in its present operating context, assuming adherence to ideal equipment maintenance strategies.
Input / ouput devices	Computer peripherals that can be used to get data into or out of a computer system.
Input / output	The equipment which relates the sensing, controlling and signalling equipment to the <i>PLC</i> , or directly to the <i>OIS</i> or <i>SCADA</i> system computer.
Inquiry	The formal and documented process of determining the facts surrounding a certain act or event
Inspection	Any task undertaken to determine the condition of equipment, and/or to determine the tools, labour, materials, and equipment required to repair the item. Also see "Work assessment".

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Integrated circuit	A silicon chip or semi-conductor, introduced to replace transistor networks and forming the basis of microprocessor development.
Integrated services digital network	A system based on telephone lines and computer networks used to handle video, voice, text, graphics and facsimile images, in which a subscriber can be accessed anywhere in the world.
Interest	The sum of money paid by a borrower to a lender for the use a loan.
Interlock	A control circuit comprising a number of relay contacts in a sequence which ensures that another relay will only energise to operate a feature of the plant when it is safe to do so, or de-energise a relay in order to prevent an unsafe condition.
Internal audit	A verification of fact / inspection carried out within the organisation against specific requirements
Internal rate of return	A financial technique (based on discounted cash flows) used to evaluate capital projects.
International Business Machines	The American company which marketed the first successful "desk-top" computer, which gave rise to the concept of the Personal Computer, or "PC"
Island	A raised area, normally above and surrounded by water; but at times below the surface
Isotope	A form of an element, which has a different number of electrons in its structure, rendering it radioactively different, yet chemically identical. Also referred to as a "radio-nuclide".
Job evaluation	An unscientific system that systematically and objectively determines the relative worth of jobs in order to establish a grade within a hierarchy.
Job profiling	A systematic and inclusive method of job analysis, which establishes and describes such factors as the core functions, result areas, appropriate behaviours, required specialist knowledge, functional competencies and minimum job entry requirements.
Justification	Generic reasons for undertaking a project which relates benefits to cost and risk
Kaizen	The Japanese term for improvement. It involves both workers and managers.
Key performance indicator	A select number of key measures that enable performance against targets to be monitored.
Lagging indicator	A performance indicator which shows the level of performance after the event. It lags behind what is actually happening. Lagging indicators do not facilitate pro-active maintenance. A lagging indicator can often be developed into one or more leading indicators. Also see "Leading indicator".
Laser printer	A device using a technology similar to a photocopier which enables computer output at between 300 and 600 dots per inch (dpi), to create a hard copy image by depositing fine drops of toner powder onto the page.
Late train	The train doing a specific trip arrives later than scheduled at the destination station, and therefore departs later than scheduled on the next trip. Some of the successive trips will therefore also depart late. [The term refers to the departure time, rather than the arrival time]. Also see "Cancelled train".
Leading indicator	A performance indicator which makes current levels of performance visible, and also provides insight into the probable outcome / result of an event. It therefore facilitates pro-active maintenance. Developing trends can be regarded as leading indicators, as they can "predict" a probable outcome, if properly interpreted. Also see "lagging indicators".
Legal Liability	The responsibility of an appointed person in terms of the Law
Licence	The authorisation by a supply company for a legitimate owner to use defined software for a specified purpose.
Life cycle	Time interval that commences with the identification of the need for an asset and terminates

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	with the decommissioning of the asset or any associated liabilities.
Life cycle costing	A process of estimating and assessing the total costs of ownership, operation and maintenance of an item of equipment during its projected equipment life. Typically used in comparing alternative equipment design or purchase options in order to select the most appropriate option.
Light amplification by stimulated emission of radiation	An optical device which uses a quantum mechanical effect called stimulated emission (discovered by Einstein while researching the photoelectric effect) in order to generate a coherent beam of light from a lasing medium of controlled purity, size, and shape. The output of a laser may be a continuous, constant-amplitude output (known as <i>CW</i> or <i>continuous wave</i>), or pulsed, by using the techniques of Q-switching, mode locking, or gain-switching. In pulsed operation, much higher peak powers can be achieved. A laser medium can also function as an optical amplifier when <i>seeded</i> with light from another source. The amplified signal can be very similar to the input signal in terms of wavelength, phase, and polarisation; this is particularly important in optical communications. The verb "to lase" means "to produce coherent light" or possibly "to cut or otherwise treat with coherent light", and is a back-formation of the term <i>laser</i> .
Line item	The estimate / budget cost for a specific commodity or service that is to be procured on a project.
Liners	Coatings on the inside of vessels or pipes.
Load	An equipment or circuit connected to the electrical distribution system and which consumes power.
Load factor	A measure of electrical efficiency expressed as a ratio of the actual energy consumed and the incurred maximum demand.
Local area network	A collection of computers and other devices, such as printers, located in a limited geographical area and connected by <i>coaxial</i> cable or <i>fibre optics</i> so that they can share the same <i>printers</i> , software and mass storage facilities
Logic sequence & flow diagram	Drawing clearly indicating process flow and control logic sequencing where relevant.
Logistic support analysis	A methodology for determining the type and quantity of logistic support required for a system over its entire lifecycle. Used to determine the cost effectiveness of asset based solutions.
Logon	<ol style="list-style-type: none"> 1. A short code by which a user is uniquely identified by a computer. 2. The process whereby a user identifies himself to a computer, and is subsequently given access to certain programs either resident on or accessible by the computer.
Loop diagrams (instrument / electrical)	Detail drawing showing the interconnection of individual items of equipment, which together fulfil an instrumentation or electrical control function from sensor, through control to the final element. All wire, cable, terminal, equipment enclosure and instrument tag numbers must be clearly indicated.
Loss	Any portion of a mass, energy, material asset or financial balance that does not positively contribute to the plant profitability.
Lost Mega Watts	A measured quantity of electricity, which is paid for but not utilised, where a Mega Watt is a unit of electrical power equal to a million Watts.
Lost time	<ol style="list-style-type: none"> 1. The elapsed time in hours and minutes by which a train is going to be late (later than the scheduled arrival time) at its destination. Such lost time can be caused by a variety of reasons like functional failures, delays on route, slow traveling etc. 2. The time in man-hours that an artisan was supposed to be productively working on a work order, but did not, due to reasons out of his control like waiting for parts, waiting for equipment, injury etc.
Machining	The process of using a fixed and function-specific powered tool to alter the shape and dimensions and / or surface finish of a work piece by removing material from it.
Main sub	Abbreviation for Main Sub Station – typically where the incoming 275 000 volt a.c. power supply from Eskom is switched and transformed down to the appropriate working voltages for the plant motive power.
Maintainability	The ease and speed with which any maintenance activity can be carried out on an item of equipment. May be measured by Mean Time to Repair. Is a function of equipment design, and maintenance task design (including use of appropriate tools, jigs, work platforms etc.).
Maintainability engineering	The set of technical processes that apply maintainability theory to establish system maintainability requirements, allocate these requirements down to system elements and

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	predict and verify system maintainability performance.
Maintenance	Any activity carried out on an asset in order to ensure that the asset continues to perform its intended functions, or to repair the asset after the occurrence of a functional failure.
Maintenance audit	A formal, structured investigation into and assessment of all aspects of the maintenance function, in order to determine how it compares to generally accepted standards, or standards set by an authoritative body.
Maintenance contradiction	See "Resnikoff conundrum".
Maintenance cost	The total cost of preserving the functional capability of equipment over time. It includes the cost of parts and maintenance material, lubricants, labour, third party work, and major replacements - provided that the equipment item maintains its original identity. Maintenance cost has nothing to do with the classification of cost as either capital or operational – such classification is for financial management and accounting purposes.
Maintenance engineering	A staff function whose prime responsibility is to ensure that maintenance techniques are effective, that equipment is designed and modified to improve maintainability, that on-going maintenance technical problems are investigated, and appropriate corrective and improvement actions are taken. Used interchangeably with Plant Engineering, but Reliability Engineering has a distinctly different meaning.
Maintenance management policy	<ol style="list-style-type: none"> 1. A comprehensive management statement of the "ideal" total maintenance environment, or desired state towards which all improvement actions lead. 2. A statement of principle used to guide maintenance management decision making
Maintenance schedule	A list of planned maintenance tasks to be performed during a given time period, together with the expected start times and durations of each of these tasks. Schedules can apply to different time periods (e.g. Daily Schedule, Weekly Schedule etc.)
Maintenance strategy	A written definition of the types of maintenance work, to be done to specific asset types, under specified operating conditions. The maintenance strategy is developed at the hand of a formal methodology like RCM, and has as result a "mix" of preventive, detective, corrective and adaptive maintenance "standard tasks".
Management accounting	The provision of information required by management in the formulation of policies, planning and controlling business activities and selecting appropriate courses of action from available opportunities.
Management information system	An information processing system designed to provide relevant, up-to-date and accurate information to assist an organisation's managers and supervisory staff.
Mean time between failures	A measure of equipment reliability. Equal to the number of failures in a given time period, divided by the total equipment uptime in that period.
Mean time to repair	A measure of maintainability. Equal to the total equipment downtime in a given time period, divided by the number of failures in that period.
Media	The material on which computer output is produced, including paper, microfilm and disk.
Menu	An electronic list of options presented to a computer user on a screen.
Microwave	The frequency of radio signal transmission in the centimetre waveband (radio waves of very short wavelength) which requires line-of-sight contact between transmitter and receiver (hence the use of tall towers and satellites) and which is used for high speed data and radio telephone communication because of its ability to handle large volumes.
Mill	The machining process performed on a milling machine in which specific amounts of metal are cut off a stationary or slow-moving work piece using a profiled rotating tool.
Missed schedules	More correctly "missed scheduled jobs". Jobs that were scheduled to be done within a given period (the typical period is one week), but were not done during that week. These jobs therefore become "work carried over" and contribute to the backlog.
Mission statement	As stated by Toyota Forklift the mission can be seen as <i>the guide</i> to reaching the vision "To reach our vision, we use our Mission Statement as a daily guide." Their mission statement: "To attain the No. 1 brand name position in the U.S. lift truck industry by providing the highest value industrial equipment products and services to our customers and by supplying industry-leading products and dealer support."

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Model work order	A term which is to be avoided. Also see "Standard Job".
Modification	Any physical change made to an asset. Such changes are often done with the objective of increasing the capability of that asset to perform its required functions.
Modulator / demodulator	A device which takes digital signals (usually from a computer) and turns them into analogue tones (heard as audible whistles on the telephone) for transmission over communications lines, such as the telephone system.
Module	A self-contained part of a hardware item designed as a single replaceable unit, with a specific integral electronic function. It should require no installation other than mechanical mounting and completion of electrical connectors.
Monitor	1. The standard computer output device, allowing users to see their information before it is printed. Also known as Visual Display Unit (VDU) or screen. 2. A high-pressure water gun used to dislodge material from the mining face.
Mouse	An item of computer hardware and one of the desktop components, which operates the pointer on a Windows screen.
Multimedia	A term embracing the use of text, audio and video images, usually residing on CD-ROM devices, which allow for the most effective displays of multimedia technology.
Multiplexor	A device that takes a number of <i>data</i> channels and combines them in such a way that each of the input signals can be recovered at the remote end by a de-multiplexor.
Name Plate Rating	See "Capacity"
Nett present value	A financial technique used to evaluate capital projects, which takes the difference between the present value (i.e. discounted value) of a future cash flow stream and the capital sum required to purchase that stream.
Network	The system by which computers are interconnected to enable data to be shared between them.
No scheduled maintenance	An equipment maintenance strategy, where no routine maintenance tasks are performed on the equipment. The only maintenance performed on the equipment is corrective maintenance, and then only after the equipment has suffered a functional failure. Also described as a run-to-failure strategy.
Non-conformance report	A document that describes any deficiency in the system or product and which shows reasons for such a deficiency, stating the <i>corrective and preventive action</i> required to prevent such a shortcoming from occurring again.
Non-destructive testing	A technique used to quantify wear and damage to equipment by measuring and calculating. Thickness Measuring, <i>Vibration Analysis</i> , <i>Oil Analysis</i> and <i>dye penetrant crack / leak</i> detection are examples of this technique. OR Testing of equipment, which does not destroy the equipment, to detect abnormalities in physical, chemical or electrical characteristics. For some reason which escapes me, vibration analysis and tribology are not generally considered to be NDT techniques, even though they meet the above criteria. Techniques which are considered to be NDT techniques are ultrasonic thickness testing, dye penetrant testing, x-raying, and electrical resistance testing.
Non-operational consequences	A functional failure has non-operational consequences if the only impact of the failure is the direct cost of the repair (plus any secondary damage caused to other equipment as a result of the failure).
Non-routine maintenance	Any maintenance task which is not performed at a regular, pre-determined frequency.
Notification	A written or electronic record of an undesirable event like a functional failure, hazardous situation, performance variance etc.
Nozzle	A fabricated, tapered tip at the end of a pipe which speeds up the (normally) water before it is discharged.
Object linking and embedding	A system which permits data to be linked (embedded) within other data files.

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Objective	A well-defined result to be achieved by people in an organisation within a defined time frame. An objective must meet the requirements of being specific, realistic, attainable and measurable. Also see "Goal".
Occupational health and safety act	An act which covers aspects of safety mainly in the business and commercial workplace.
Oil analysis	A method of determining the condition of an item of rotating machinery in which composition and content of a lubricant sample are investigated to determine the viability of the oil and to identify possible wear in the machinery from which the sample was taken.
Olives	Small, oval-shaped lumps of sand which are often mineral-rich.
On-condition maintenance	See "Condition based maintenance".
On-hook	The process of working a telecoms circuit without the use of the handset.
Operating context	The operational situation within which an asset operates. For example, is it a stand-alone piece of plant, or is it one of a duty-standby pair? Is it part of a batch manufacturing process or a continuous production process? What is the impact of failure of this item of equipment on the remainder of the production process? The operating context has enormous influence over the choice of appropriate equipment maintenance strategies for any asset.
Operating hours	The length of time that an item of equipment is actually operating.
Operating risk	The cost that may be incurred if the project fails to achieve the stated objectives.
Operating system	A set of computer programs that manages the running of other programs.
Operational consequences	A failure has operational consequences if it has a direct adverse impact on operational capability (lost production, increased production costs, loss of product quality, or reduced customer service).
Operational efficiency	Used in the calculation of Overall Equipment Effectiveness. The actual output produced from an asset in a given time period divided by the output that would have been produced from that asset in that period, had it produced at its rated capacity. Normally expressed as a percentage.
Operator interface system	An arrangement of work-stations connected to a computer which allows the operator to communicate with the process, to monitor and control it.
Opportunity cost	The difference between the audited cost line and the projected future cost line assuming the project is implemented.
Optical character reader	A device that uses a light source to read the characters of text and to convert them to digital code for input to a computer.
Optical character recognitioning	Software which links a <i>scanner</i> to a computer program which can identify symbols in a defined <i>font</i> and <i>pitch</i> .
Optimise	Achieve by a quantitative or qualitative method, as appropriate, the best value compromise between conflicting factors such as performance, costs and retained risk within any non-negotiable constraints.
Oracle	A <i>relational database</i> management system which enables relatively fast systems development by skilled computer programmers.
Order	A contract between a supplier and the company for goods and/or services.
Ore body	That part of the Mining lease area which is currently being mined.
Organisation	Company, corporation, firm, enterprise, authority or institution, public or private, which has its own functions and administration. OR Company, corporation, firm, enterprise, authority or institution, or part or combination thereof, whether incorporated or not, public or private, that has its own functions and

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	administration.
Organisational strategic plan	Overall long-term plan for the organisation that is derived from, and embodies, its vision, mission, values, business policies, stakeholder requirements, objectives and the management of its risks.
Originator	Individual requesting a new document or document a change
Outage	A term used in some industries (notably power generation) which is equivalent to a shutdown.
Overall equipment effectiveness	A term initially coined in connection with Total Productive Maintenance. It provides a measure of overall asset productivity. Is generally expressed as a percentage, and can be calculated by multiplying Availability by Utilisation by Operational Efficiency by Quality Rate.
Overhaul	A comprehensive examination and restoration of an asset to an acceptable condition.
Overhead cost	Cost incurred other than <i>direct</i> costs, i.e. not charged directly to the product sold. In other words, the costs of production, selling and administration of a business, other than the direct costs of producing its products or services. Occasionally known as burden.
Overtime	The amount of time someone works beyond <i>normal working hours</i> ; these may be determined in several ways, by custom (what is considered healthy or reasonable by society), by practices of a given trade or profession, by legislation, or by agreement between employers and workers or their representatives. Most nations have overtime laws designed to prevent and/or dissuade employers from working their employees excessively. Such laws may take into account other considerations, such as increasing the overall level of employment in the economy. One common approach to regulating overtime is to require employers to pay a higher wage to their workers for any overtime worked. Overtime laws vary greatly from country to country, as do attitudes to overtime and hours of work in different economic sectors.
Package	Grouping of costs within the <i>budget</i> that will be committed against a single supplier
Pager	A small battery powered personal radio receiver which displays discrete messages from a central station and announces receipt by a tone or vibration
Panel	A fabricated housing for process control equipment.
Password	The code, which is known only to the user, and by which the user is uniquely identified to a computer, and which the user may change by following the prescribed procedure.
Path	The sequence of communication steps to be followed by a computer user to access a specific <i>folder</i> or <i>file</i> .
Path markers	Painted sticks placed in the ground ahead of the mining <i>face</i> to indicate the dredge path to the dredger operator
Payback	The period required for the operating cash surpluses generated by a particular investment to equate, in aggregate, to the capital sum originally invested; the break-even for a project. "How long before you get your money back".
Peak / off-peak period	'Peak' being the period between 06h00 and 22h00, Monday to Friday, when the national power demand is highest. During this period, furnace power consumption must not exceed a rate prearranged with ESKOM because power is paid for by "The Company", whether or not it is utilised. A penalty is incurred for power consumed at a higher rate and for unconsumed power. The 'Off-peak period' is between 22h00 and 06h00 and during the weekend. During this period the prearranged quantity of power will still be paid for, however additional power used will be paid for at a reduced rate, or may be free of charge depending on the arrangement between the parties.
Penstock	A vertical, square, steel construction placed in the wall of a dam with removable slats to adjust the height from the bottom of the pond and used to establish the maximum surface level. It also enables clear water to be decanted from above the slimes or mud.
Percentage planned work	The percentage of total work (in labour hours) performed in a given time period which has been planned in advance.
Peripheral	The outer part, or outskirts of a given area like the ends and sides of the furnace.
Peripheral CD	Devices such as monitors, printers, keyboards, mouse and ROM drives which are attached to a computer.

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Personal protective equipment	The items issued by the company for an employee to wear which will help to prevent injury in the course of the employee's work.
Phase	One of the three electrical circuits of a furnace comprising two adjacent electrodes and the included section of the bath. OR One of a number of defined sequential stages in a <i>project</i> .
Phreatic Line	The saturated water level, or "water table" within a body of wet sand
Piezometer	An electronic device for sensing slight changes in pressure in the ground which give an indication of the ground water level
Pipeline	Entire section of joined pipes connecting two or more points for the transport of fluids under pressure.
Piping and instrument diagram (P & ID)	Drawing accurately indicating the location of instrumentation devices relative to the process system equipment and pipework. Instrument tag numbers must be clearly indicated.
Plan	A list of activities / jobs / work packages to be done / executed, with dates on which these must be done, and with resource requirements.
Plan-do-check-action	Sometimes referred to as the Shewhart Cycle, for the inventor - Walter A. Shewhart. A four step process for quality improvement: <ul style="list-style-type: none"> • Plan - A plan to effect improvement is developed. • Do - The plan is carried out, first, on a small scale if possible. • Check - The effects of the plan are observed. <p>Action - The results are studied and observed to determine what was learned and what can be predicted.</p>
Planned maintenance	An approach to maintenance based on pre-determined (pro-active) maintenance work packages, known in advance. These work packages are properly defined in terms of scope (work contents), and resource requirements.
Planned work	<ol style="list-style-type: none"> 1. Any work on a plant by any discipline for which provision was made before the plant was declared "unavailable for operation". 2. Work for which a proper assessment of scope, contents and resource requirements was done prior to work execution. Therefore, work that was identified during the strategy-setting process, and subsequently developed into a "standard job", is always planned. Corrective work that was not identified during the strategy-setting process, but for which a proper assessment of scope, contents and resource requirements has been done before starting the work, is also planned.
Plant engineering	A staff function whose prime responsibility is to ensure that maintenance techniques are effective, that equipment is designed and modified to improve maintainability, that on-going maintenance technical problems are investigated, and appropriate corrective and improvement actions are taken. Used interchangeably with maintenance engineering and reliability engineering.
Platinum, 100 ohm	A device in which a resistance varies with temperatures enabling it to be used to monitor the temperature of a remote unit by measuring the current change in the circuit. It is a specific type of <i>Resistance Temperature Detector</i> .
Plotter	A type of <i>printer</i> that can draw continuous lines or characters to produce charts, maps and diagrams on paper or other material using coloured ink pens.
Pointer	The 'arrow-head' image on a Windows <i>screen</i> , which indicates where a selected computer action (such as a ' <i>mouse click</i> ') will take place.
Policy	<ol style="list-style-type: none"> 1. A written statement in which the company states how things are to be done. 2. A plan or course of action, as of a government, political party, or business, intended to influence and determine decisions, actions, and other matters
Pollutant	Matter that may be damaging to an environment
Pond	An excavation in the dunes, filled with fresh water in which a mining plant is located
Post	A unique position, within an organisation, which provides for a group of activities to be performed by a person who may occupy that position.

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Postponed work	A maintenance job that was scheduled to be done on a given date / time, and was then postponed as a conscious decision by an authorised person, for a given reason. Such a job can be postponed to a date / time in the current period, or in a future period. Postponed jobs become backlog if carried over to the next period.
Potential failure	A term used in Reliability Centered Maintenance. An identifiable condition which indicates that a functional failure is either about to occur, or in the process of occurring.
Potential failure / functional failure interval	The time from when a potential failure can first be detected on an asset or component using a selected predictive maintenance task, until the asset or component has failed. Reliability Centered Maintenance principles state that the frequency with which a predictive maintenance task should be performed is determined solely by the P-F Interval.
Power supply	The electronic device located in a computer which converts and stabilises mains power to the voltages necessary to safely energise various computer <i>hardware</i> components.
Predictive maintenance	An equipment maintenance strategy based on measuring the condition of equipment in order to assess whether it will fail during some future period, and then taking appropriate action to avoid the consequences of that failure. The condition of equipment could be monitored using Condition Monitoring, Statistical Process Control techniques, by monitoring equipment performance, or through the use of the Human Senses. The terms Condition Based Maintenance, On-Condition Maintenance and Predictive Maintenance can be used interchangeably.
Prevention of pollution	Use of processes, practices, materials or products by an <i>organisation</i> that avoid, reduce or control <i>pollution</i> , which may include recycling, treatment, process changes, control mechanisms, efficient use of resources and material substitution.
Preventive maintenance	An equipment maintenance strategy based on replacing, overhauling or remanufacturing an item at a fixed interval, regardless of its condition at the time. Scheduled restoration tasks and scheduled discard tasks are both examples of preventive maintenance tasks.
Primary function	A term used in Reliability Centered Maintenance. The primary functionality required of an asset, or the reason the asset was acquired. For example it is likely that the primary function of a pump is to pump a specified liquid at a specified rate against a specified head of pressure.
Printer	A computer output device that produces combinations of text and graphics on such a <i>medium</i> as A4 paper. Three main technologies of printer exist, being dot matrix, ink jet and laser, listed here in increasing order of both quality and of cost. Colour – of a sort – is widely and cheaply available using dot matrix and ink jet technology.
Priority	The relative importance of a task in relation to other tasks. Used in scheduling work orders.
Private automatic branch exchange	A telephone facility that provides for the interconnection of external and internal telephones without the involvement of a third party, although an operator option may be available.
Proactive maintenance	Any tasks used to predict or prevent equipment failures.
Probabalistic risk assessment	A "top-down" approach used to apportion risk to individual areas of plant and equipment, and possibly to individual assets so as to achieve an overall target level of risk for a plant, site or organisation. These levels of risk are then used in risk-based techniques, such as Reliability Centered Maintenance and Hazop, to assist in the development of appropriate equipment maintenance strategies, and to identify required equipment modifications.
Probabalistic Safety Assessment	Similar to Probabalistic Risk Assessment, except focused solely on Safety related risks.
Procedure	A set of rules to regulate how people should perform a task
Process code	A segment of a multi-segment, structured <i>cost code</i> , used to identify the designated process or activity within the organisation to which costs are allocated.
Process variable	A signal from the plant proportional to a specific feature, such as temperature or pressure, and which is known to vary and must therefore be connected as the input to an indicator or controller.
Processor	A computing device or system that performs operations upon <i>data</i> by interpreting and executing instructions.
Program evaluation and review technique	A methodology for assessing the most likely duration of a project by indicating the relationship

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	between and duration of all tasks.
Program manager	The role at a high enough level in an organisation that the primary focus is the long-term vitality of the organisation, rather than the short-term project and contractual concerns and pressures. In general, a senior manager for engineering would have responsibility for multiple projects.
Programmable logic controller	A device that uses a micro processor to compare input signals from a process with pre-set values and to generate output signals.
Programme	A number of projects grouped together to achieve a strategic initiative.
Project	A unique and documented endeavour that is undertaken to achieve a beneficial change at a defined cost within a finite time
Project by phases	A guideline for the completion of a <i>project</i> by developing it in three distinct stages; Concept, Feasibility and Implementation, with each <i>phase</i> having an approved budget to complete it
Project champion	The person who initiates and who will benefit most from the successful completion of the <i>project</i> .
Project cost	The actual cost to implement the <i>project</i>
Project final cost	The estimated final cost of a project.
Project manager	The person accountable for completing the <i>project</i> .
Project risk	The extent to which the success a <i>project</i> would be impacted on, or the exposure that the <i>project</i> may create
Proportional, integral and derivative	A technique for process control, first postulated by Ziegler and Nichols in the USA in the 1940's and quickly adopted as an industry standard because it simplified control loop tuning for the classic 1½ overshoots after disturbance.
Protective device	Devices and assets intended to eliminate or reduce the consequences of equipment failure. Some examples include standby plant and equipment, emergency systems, safety valves, alarms, trip devices, and guards.
Public service telephone network	The system of telephone outstations interconnected by individual subscriber lines, exchanges and trunk circuits.
Purchase order	The prime document raised by an organisation, and issued to an external supplier, ordering specific materials, parts, supplies, equipment or services.
Purchase requisition	The document on which the necessary facts are entered by the requester to enable the buying department to identify a suitable supplier and proceed with the buying process. Or The prime document raised by user departments authorising the purchase of specific materials, parts, supplies, equipment or services from external suppliers.
Quality	A customer's perception of the value of a product or service; organisations, theorists, and dictionaries define it differently. Well-known definitions include: <ol style="list-style-type: none"> 1. "conformance to requirements" (Crosby) 2. "the efficient production of the quality that the market expects" (Deming) 3. "fitness for use"; "product performance and freedom from deficiencies" (Juran) 4. "the total composite product and service characteristics of marketing, engineering, manufacturing, and maintenance through which the product and service in use will meet the expectations of the customer" (Felgenbaum) 5. "anything that can be improved" (Imal) 6. "meeting or exceeding customer expectations at a cost that represents value to them" (Harrington) 7. "does not impart loss to society" (Taguchi) 8. "the totality of features and characteristics of a product or service that bear on its ability to satisfy a given need" (American Society for Quality Control) 9. "degree of excellence" (Webster's Third New International Dictionary)
Quality rate	Used in the calculation of Overall Equipment Effectiveness. The proportion of the output from a machine or process which meets required product quality standards. Normally specified as a

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	percentage.
Quotation	A formal offer by a supplier in response to an enquiry for a price to supply specified goods and/or services.
Rack	A fabricated housing in which many similar devices, such as I/O modules or terminals are mounted in a logical order.
Random access memory	The temporary storage area of any computer, which holds data only as long as it receives power from the computer.
Rate of return	The accounting rate of return, that is, the accounting return on profit generated from an investment ratio.
Read only memory	Areas of information storage within a computer, usually in the form of an <i>integrated circuit</i> , which permanently hold information that cannot normally be altered by the user.
Ready line	Used in relation to mobile equipment. Equipment which is available, but not being utilised is typically parked on the Ready Line. This term is used interchangeably with Go-Line.
Re-allocation (of funds)	Taking (normally excess) funds that were made available for a specific project, and making it available for use by a different project – subject to company policy and approval processes.
Recovery	The ratio of valuable component in the plant product stream to the same component in the plant feed stream, expressed as a percentage.
Red data species	Any creature type which has been classified “Endangered” and appears in a list published by the World Wildlife Fund
Red-circling	A method of highlighting an individual whose personal grade is higher than the official job grade
Redesign	A term which, in Reliability Centered Maintenance, means any one-off intervention to enhance the capability of a piece of equipment, a job procedure, a management system or people's skills.
Relational database	A flexible system of information storage and retrieval comprising a set of relations which may be manipulated and reconfigured by the database management system.
Reliability	The capability of an asset to continue to perform its intended functions without interruptions due to functional failures. Normally measured by mean time between failures, or by a simple count of functional failures for a specified period.
Reliability centred maintenance	A structured, rigorous methodology used to determine the type of <i>planned maintenance</i> that will be carried out on plant and machinery by analysing the performance of an item in its operational environment over a period of time. OR A structured process, originally developed in the airline industry, but now commonly used in all industries to determine the equipment maintenance strategies required for any physical asset to ensure that it continues to fulfil its intended functions in its present operating context. A number of books have been written on the subject, but none better than Moubray's book, RCM II.
Reliability engineering	A staff function whose prime responsibility is to ensure that maintenance management processes are continually improved in order to optimise equipment availability, reliability, safety, cost and integrity. Therefore, the function of reliability engineering is about a thorough understanding of the “failure behaviour” of equipment.
Repair	Any activity restores the capability of an asset to perform its intended functions, after a functional failure.
Replacement value	The value of an asset derived from the cost of replacing it with an identical or similar item.
Reposition	The process whereby the dredger anchors are moved so the location of dredger in the mining pond may be changed
Requisition, direct	See “Purchase requisition”

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Resistance temperature detector	A device for measuring a temperature electronically in which the resistance varies proportionally to the temperature, making it possible for the current from a constant voltage source flowing through the detector to be measured remotely. A typical RTD is the "Pt 100" type.
Resnikoff conundrum	In essence: a maintenance policy must be designed without using experiential data which will arise from the failures which the maintenance policy is designed to avoid. This is because existing maintenance will have suppressed those failures with really serious consequences such that the bulk of failure data will represent inconsequential failures.
Resolution	The ability of a monitor to display information being the size of the screen; the size of the dot in the screen; the number of dots capable of being displayed on the screen. Resolution may also be applied to printer technology.
Respect	The regard and recognition of the absolute dignity that every human being possesses. Respect is treating people as they should be treated. Specifically, respect is indicative of compassion and consideration of others, which includes a sensitivity to and regard for the feelings and needs of others and an awareness of the effect of one's own behaviour on them. Respect also involves the notion of treating people justly.
Responsibility	The element of a <i>cost code</i> , which identifies the specific budget and cost control accountability assigned to a <i>position</i> within a process area in terms of the approved signing authority; more simply, WHO holds the budget to approve the expenditure (i.e. 2647: Superintendent) Or Continuing work that is delegated to a position, plus the continuing work initiated as an obligation of the position and for which the incumbent answers to a specified person, usually a superior.
Restoration	Any activity which returns the overall condition and configuration of an asset to its original (as bought) condition.
Return on Assets	Indicator of profitability. Determined by dividing net income for the past 12 months by total average assets. Result is shown as a percentage. ROA can be decomposed into return on sales (net income/sales) multiplied by asset utilisation (sales/assets).
Risk	The potential for the realisation of the unwanted, negative consequences of an event. The product of conditional probability of an event, and the event outcomes.
Root cause (of functional failure)	The most fundamental cause of a functional failure.
Rotable	A term often used in the maintenance of complex equipment. It is a component or part of equipment, but has the characteristics of being removable from the equipment, repairable or reconditionable, and a replacement component is installed in its place on the equipment. The rotable that has been removed is then repaired or restored, and placed back in the maintenance store or warehouse, ready for re-issue.
Routine maintenance task	Any maintenance task that is performed at a regular, predefined interval. Preventive and detective tasks are the most common routine maintenance tasks.
Routine stock	Stock items that are required on an on-going basis. Routine stock is associated with minimum stock levels (also called re-order levels) and re-order quantities. Also see "Emergency stock" Also see "Stock"
Run-to-failure	A maintenance strategy, where no routine maintenance tasks are performed on the equipment. The only maintenance performed on the equipment is corrective maintenance, and then only after the equipment has suffered a failure. Also described as a <i>no scheduled maintenance strategy</i> .
Safety consequences	A failure has safety consequences if it causes a loss of function or other damage that could hurt or kill someone.
Satan	A normal spanner that has had its handle extended illicitly to increase leverage on a nut and which is frequently the cause of damage to both tools and equipment
Scanner	A device, usually utilising detection technology similar to that found in a photocopier, to produce an electronic version of a document and which permits the automatic transfer of printed text or graphic images into machine readable form using <i>OCR</i> technology

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Schedule	<p>A term which should not be used in the maintenance world. The specific terms “task plan”, “medium-term plan”, “workshop plan” etc. are preferred.</p> <p>Also see “task plan”, “medium-term plan”, “workshop plan”</p>
Schedule Compliance	<p>One of the key performance indicators often used to monitor and control maintenance. It is defined as the number of scheduled work orders completed in a given time period (normally one week), divided by the total number of scheduled work orders that should have been completed during that period, according to the approved maintenance schedule for that period. It is normally expressed as a percentage, and will always be less than or equal to 100%. The closer to 100%, the better the performance for that time period.</p>
Scheduled discard task	<p>A maintenance task to replace a component with a new component at a specified, pre-determined frequency, regardless of the condition of the component at the time of its replacement. An example would be the routine replacement of the oil filter on a motor vehicle every 15,000 km’s. The frequency with which a scheduled discard task should be performed is determined by the useful life of the component.</p>
Scheduled maintenance	<p>Any maintenance work that is included on an approved maintenance schedule. In other words, a scheduled maintenance task is a task which is known in advance, and has been allocated a planned start date / time. Scheduled maintenance work can either be planned or unplanned.</p>
Scheduled operating time	<p>The time during which an asset is scheduled to be operating, according to a long-term production schedule.</p>
Scheduled restoration task	<p>A maintenance task to restore a component at a specified, pre-determined frequency, regardless of the condition of the component at the time of its replacement. An example would be the routine overhaul of a slurry pump every 1,000 operating hours. The frequency with which a scheduled restoration task should be performed is determined by the Useful Life of the component.</p>
Scheduled work order	<p>A work order that has been included on an approved maintenance schedule. A scheduled work order can either be planned or unplanned.</p>
Schematic & PLC ladder diagram	<p>A diagram accurately representing the electrical circuitry of an installation. All terminal, wire and equipment and component (i.e. contacts, relays, timers, circuit breakers, fuses, resistors, capacitors, etc.) numbers must be clearly shown. Where practical all ratings of equipment should also be shown.</p>
Screen	<ol style="list-style-type: none"> 1. IS jargon for a computer <i>monitor</i> or video display unit. 2. A single display or graphic shown on a monitor. 3. Perforated sheets that separate a material stream according to particle size.
Screen scraper	<p>Software to enable a complete <i>screen</i> or graphic to be copied electronically to another location.</p>
Scroll	<p>A fitting at the discharge end of a pipe to aerate or diffuse the product.</p>
Secondary damage	<p>Any additional damage to equipment, above and beyond the initial failure mode, that occurs as a direct consequence of the initial failure mode.</p>
Secondary function	<p>A term used in Reliability Centered Maintenance. The secondary functionality required of an asset: Generally not associated with the reason for acquiring the asset, but now that the asset has been acquired, the asset is now required to provide this functionality. For example a secondary function of a pump may be to ensure that all of the liquid that is pumped is contained within the pump (ie. the pump doesn’t leak). An asset may have tens or hundreds of secondary functions associated with it.</p>
Segregation	<p>The physical separation of conforming and non-conforming product or material.</p>
Server	<p>A <i>microcomputer</i> in a local area network (LAN) which enables programs or printers to be shared among users, and is usually known as a file server, application server, or a print server.</p> <p>OR</p> <p>A computer dedicated to the function of storing <i>data</i> on a network. (File server, application server).</p>
Service pad	<p>An area of prepared ground which has been made accessible to vehicles to enable work to be done on equipment.</p>

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Shaft	The rotating support for a plant component or the means of transferring torque between two points.
Shed (insulator)	A conical outer component of a high voltage overhead-line wire support system, which minimises arcing over the insulator by extending the arc creepage distance.
Shed (load)	To reduce the demand for electricity by progressively disconnecting consumers. A practice normally made necessary by the <i>Maximum Demand</i> agreement with Eskom.
Shed (transformer)	A simply constructed housing accommodating a spare transformer and designed to protect it from the weather.
Shift	The computer keyboard key which enables upper case characters and other defined functions.
Shutdown	A planned period during which a defined scope of work, requiring the plant to be decommissioned, is carried out on certain plant and machinery.
Shutdown maintenance	Maintenance that can only be performed while equipment is shut down or decommissioned.
Silo	A cylindrical concrete structure for the storage of solid material which is deposited through a top access and reclaimed from a discharge point in the base.
Single line diagram	Drawing which accurately indicates all equipment numbers, ratings and sizes where applicable and which uses one line to represent the interconnections, regardless of how many phases.
Skidder	A powerful and highly manoeuvrable item of mobile equipment used for general hauling duties in a mine area.
Slump	The process whereby mineral gravitates down the mining face when the <i>inclination</i> of the face exceeds the <i>angle of repose</i> of the material.
Slurry	A mixture of sand held in suspension in water by the turbulent way it flows in a pipe.
Solids	The sand fraction of a <i>slurry</i> stream
Specification	A document that prescribes in detail the requirements with which a product or service has to comply.
Specification sheet	Detailed descriptions of the "technical" properties and configuration of a specified device, which could be equipment, rotables or other peripherals.
Spigot	A fabricated pointed fitting on the lower side of a <i>cyclone</i> , which determines the underflow density
Sponsor	The person who is responsible for authorising project expenditure. See Project Manager.
Spud	A pointed tube which is fabricated from steel of various thickness and which is free to move vertically through the carriage which travels along the axis of the dredger deck, but which, because its sideways movement is constrained, limits the movement of the Dredger
Standard	An accepted statement or a definite level of adequacy.
Standard job (standard task)	A pre-defined standard task, properly described in terms of scope and resource requirements, which is stored in the CMMS to be converted to a work order (activated) later. Also see "model work order"
Standard operating procedure	A standard, optimised, management-approved method / series of instructions that defines the sequence of events to be followed to achieve a defined objective and which are valid for a prolonged period.
Standing Instructions	The rules that define operating parameters and which are valid for a prolonged period.
Standing work order	A work order that is left open either indefinitely or for a pre-determined period of time for the purpose of collecting labour hours, cost and / or history for tasks for which it has been decided that individual work orders should not be raised. Examples would include standing work orders raised to collect time spent at safety meetings, or in general housekeeping activities.

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Starter	A self-contained system of contactors and circuitry to safely manage the starting and running of an electric motor by ensuring that the current drawn by the motor remains within pre-set limits.
Statutory	The aspects of a position or task, which are affected by the Law.
Stock (stores stock, stock material)	Physical items like replacement parts, general consumables, rotatables etc. that are kept in a dedicated warehouse, close to the equipment to be maintained / point of usage, to be available on short notice. (Also see "Routine stock") (Also see "Emergency stock")
Stores issue	The issue and/or delivery of parts and materials from the store or warehouse.
Stores requisition	The prime document raised by user departments authorising the issue of specific materials, parts, supplies or equipment from the store or warehouse.
Strip	The process of disassembling a piece of equipment.
Structure (overhead power line)	A fabrication of timber, steel or concrete to support a system of overhead power transmission lines at an adequate height above the ground.
Supervisory control and data acquisition	Part of a process control system that is not a full control system, but rather focuses on the supervisory level. As such, it is a purely software package that is positioned on top of hardware to which it is interfaced, in general via Programmable Logic Controllers (PLCs), or other commercial hardware modules.
Surge bin	A fabricated tank into which material is discharged and from which the same material is simultaneously pumped out, but at a different rate; the difference resulting in variations in the bin level, while the flow rate can be kept constant. Also used to refer to the floating structure on which both the bin, and other machinery is mounted
Suspended solids	Matter mixed in a liquid (typically water) which has not settled
Sustainable	Achieving or retaining an optimum compromise between performance, costs and risks over the life cycle, whilst avoiding adverse long-term impacts to the organisation from short-term decisions.
Sweeping	The dredging process whereby material is recovered from the pond floor, rather than from the mining <i>face</i>
Switch	1. A point in a rail network where a choice out of two routes is determined by means of a flexible rail section which can direct traffic onto one of two diverging sets of track, and separately also allowing traffic to join from the non-preference direction. 2. Electrical contact breaker.
SWOT analyses	Investigation of a company's strengths, weaknesses, opportunities and threats in a systematic manner, in order to mobilise resources more optimally towards reaching the company's vision and objectives.
System	Work can be broken down into tasks, which are a series of related steps. A process groups all related tasks done to accomplish an outcome (i.e., hiring a new employee or producing a product). People completing a series of related tasks have interdependent roles in the organisation. A group of related processes can be seen as a system (i.e., producing or selling a product). The hierarchy is therefore system / processes / tasks / steps.
Tab	The computer keyboard key which determines the repeatable position across the screen where the cursor will stand in order to maintain the vertical alignment of characters, or in columns and tables, the relocation of the cursor in the next column or cell
Tangential	A line joining a curve in the same plane, but not entering it,
Tank	Normally an in-the-ground concrete construction for the collection of process water before it is pumped back into the circuit

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Tender	The offer made to the company by a potential supplier to supply the goods and/or services detailed in the <i>enquiry</i> .
Tender waiver	A document detailing the reasons for departing from the approved purchasing procedure and authorised by both line and finance department management.
Terotechnology	A term coined in the UK for a comprehensive model to guide the application of managerial, financial, engineering and other skills to extend the operational life of, and increase the efficiency of, equipment and machinery.
Thermocouple	An electrical temperature sensing device in which two different metals are joined at a point in a process where they produce a small, but measurable change in voltage proportional to the difference in temperature to a similar junction outside the process.
Thermography	<p>A technique of non-contact temperature measurement in which the infra-red radiation from an object is used to produce a graphical image, the colours of which are graduated over the range of temperature detected</p> <p>OR</p> <p>The process of monitoring the condition of equipment through the measurement and analysis of heat. Typically conducted through the use of infra-red cameras and associated software. Commonly used for monitoring the condition of high voltage insulators and electrical connections, as well as for monitoring the condition of refractory in furnaces and boilers, amongst other applications.</p>
Toggle	To switch between two defined states, such as on and off. Derived from the hardware switch which has a toggle-shaped lever
Total asset management	An integrated approach to asset lifecycle management which incorporates elements such as Reliability Centered Maintenance, total productive maintenance, design for maintainability, design for reliability, etc.
Total productive maintenance	A company-wide equipment management program, with its origins in Japan, emphasising production operator involvement in equipment maintenance, and continuous improvement approaches. Numerous books have been written on the subject, including Nakajima's authoritative introduction, and a more recent western hemisphere update by Willmott.
Total system support	The composite of all considerations needed to assure the effective and economical support of a system throughout its programmed life-cycle.
Tradesperson	Alternative name for craftsman or artisan. A skilled maintenance worker who has typically been formally trained through an apprenticeship program.
Transfer tower	A structure in which material flows from the head of a belt conveyor onto another conveyor
Tribology	The study of wear and lubrication.
Trip	An event in an electrical system causing power to a specific circuit to be automatically switched off because an undesired situation has been detected.
Turbidity	A measure of the suspended solids in water, usually measured by determining the obscuration of light in a sample.
Turn	The machining process performed in a lathe in which specific amounts of metal are cut off a rotating work piece using a stationary tool.
Twisted pair	A technique commonly used to inter-connect electronic devices such as telephones and process devices, consisting of insulated, colour-coded insulated copper wires twisted together in pairs to combat electronic interference.
Uninterrupted power supply	An electronic device connected between the main power source and the load, which supplies power from a battery source for a short period during an electrical failure and which can absorb surges.
Unplanned maintenance	Any maintenance activity for which a pre-determined job procedure has not been documented, or for which all labour, materials, tools, and equipment required to carry out the task have been not been estimated, and their availability assured before commencement of the task.

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Unplanned work	See "Unplanned maintenance".
Unscheduled maintenance	Any maintenance work that has not been included on an approved Maintenance Schedule prior to its commencement.
Uptime	It is defined as being the time that an item of equipment is in service and operating.
Useful life	The maximum length of time that a component can be left in service, before it will start to experience a rapidly increasing probability of failure. The useful life determines the frequency with which a scheduled restoration or a scheduled discard task should be performed. Note that for the concept of the Useful Life of a component to hold true, components must, at some consistent point in time, experience a rapidly increasing probability of failure. Research in the airline industry showed that, in this industry at least, this was only true for 11% of the components in modern aircraft.
Utilisation	The proportion of available time that an item of equipment is operating. Calculated by dividing equipment operating hours by equipment available hours. Generally expressed as a percentage.
Value engineering	A systematic approach to assessing and analysing the user's requirements of a new asset, and ensuring that those requirements are met, but not exceeded. Consists primarily of eliminating perceived "non-value-adding" features of new equipment.
Vibration analysis	The process of monitoring the condition of equipment, and the diagnosis of faults in equipment through the measurement and analysis of vibration within that equipment. Typically conducted through hand-held or permanently positioned accelerometers placed on key measurement points on the equipment. Commonly used on most large items of rotating equipment, such as turbines, centrifugal pumps, motors, gearboxes etc.
Virus	A piece of computer code, written maliciously and capable of automatic reproduction and dissemination, which is designed to interfere with the computer's operating system; in extreme cases wiping all data from a computer's hard disk.
Vision statement	A vision is a statement about what your organisation wants to become. It should resonate with all members of the organisation and help them feel proud, excited, and part of something much bigger than themselves. A vision should stretch the organisation's capabilities and image of itself. It gives shape and direction to the organisation's future. Visions range in length from a couple of words to several pages.
V-notch	A V-shaped <i>weir</i> plate placed in an open stream to measure the flow
Weighbridge	A purpose built section of rail or road supported on mass detectors which determine the mass to an assured level of accuracy, of various load carrying vehicles
Weir	A barrier in a natural or artificial body of water, the height of which determines the maximum height of the water by allowing the excess to flow over it
Weld	The process of joining two similar pieces of metal in which adjacent small areas of each are heated and compatible metal is melted off a stick or wire to complete the joint
Wide area network	A system of computer communications implemented through the use of the public telephone or data services, including all types of cable, and microwave links and which is not confined to one location
Windows	An personal computer operating system developed by the Microsoft Corporation providing an intuitive, graphical interface between computer and user.
Windrow	The bulldozing of desired material into heaps for loading.
Wiring or connection diagram	Drawing clearly showing the termination points of wires and cables. All terminal, wire, cable and enclosure numbers must be shown. Diagrams are preferred to connection schedules.
Work carried over	This is a measure of the extent to which work scheduled to be completed, <i>but was not completed</i> , during the previous scheduling period contributes to the total amount of work in a given period. Also see "Carried over work".
Work group	A number of individuals, reporting to one supervisor, assembled to perform a specific task or

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	project.
Work order (work order)	A maintenance job which is due for execution, and has been assigned a unique identifier – the work order number. The work order pulls together all the details relevant to the specific job, such as a description of the work required, the work priority, the job procedures to be followed, the parts, materials, tools and equipment required to complete the job, the labour hours, costs and materials consumed in completing the task, as well as key information on failure causes, what work was performed etc.
Work request	The prime document raised by user departments requesting the initiation of a maintenance task. This is usually converted to a work order after the work request has been authorised for completion.
Working costs	The funds approved by the Board for the budgeted maintenance and repair of plant and machinery and the payment of salaries and wages
Workload	The amount of labour hours required to carry out specified maintenance tasks.
Workshop	<ol style="list-style-type: none"> 1. The enclosed area where artisans carry out tasks for or on equipment brought there for the purpose. 2. A formal grouping / gathering of staff to either discuss various issues and collectively find the best answers.

**Terminology gathered with the assistance of The Institute of Asset Management, Life Cycle Engineering, Alexander Dunn, Toyota Forklift USA and Wikipedia.*

The symbols below have been designed as a means of simplifying a range of terminology and expressions used in regard to Physical Asset Management Systems (PAMS) and have been developed to refer to the terminology in Section 3: Terms.

How the system works:

- The first part of the symbol, written in “UPPERCASE”, always uses the first letter of the word.
- The second part of the symbol, written in “_{subscript}”, uses the second letter of the first word and/or the first letter of the subsequent words. Where similar abbreviations are formed, letters are taken from the subsequent words in sequence to form new abbreviations.

Symbol	Description
A_{bd}	“As-built” drawings
A_{bc}	ABC classification as related to stockroom inventory categories
A_{cc}	Accountability
A_{cr}	Accruals
A_{cs}	Actual strength
A_{ca}	Actuarial analysis
A_{gr}	Agreement
A_{lg}	Algorithm
A_{ll}	Allocation of costs
A_{lt}	Alt
A_{na}	Analogue
A_{nl}	Analysis
A_{nr}	Angle of repose
A_{pp}	Application
A_{pl}	Application parts list
A_{ps}	Applications software
A_{ppo}	Appointment
A_{ppr}	Appraisal
A_{pre}	Apprentice
A_{pro}	Approve
A_{pc}	Approved complement
A_{pps}	Approved supplier
A_{qu}	Aquatic
A_{rc}	Architecture
A_{ss}	Asset
A_{ssm}	Asset management

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A_{mi}	Asset management information
A_{mo}	Asset management objectives
A_{mpl}	Asset management plan
A_{mpo}	Asset management policy
A_{mst}	Asset management strategy
A_{msy}	Asset management system
A_{po}	Asset portfolio
A_{re}	Asset register
A_{sy}	Asset system
A_{ssi}	Assistant
A_{ud}	Audit
A_{uth}	Authorise
A_{uy}	Authority
A_{va}	Availability
A_{vh}	Available hours
A_{vl}	Average life
B_{ab}	Back-blade
B_{al}	Backlog
B_{au}	Back-up
B_{aw}	bandwidth
B_{ar}	Barge
B_{ea}	Bearing
B_{em}	Bench-marching
B_{ei}	Benthic invertebrates
B_{en}	Bentonite
B_{er}	Berm
B_{id}	Bid
B_{il}	Bidders' list
B_{om}	Bill of materials
B_{ob}	Boil box
B_{or}	Bore
B_{re}	Breakdown
B_{rem}	Breakdown maintenance
B_{rems}	Breakdown structure
B_{ri}	Bridge
B_{ro}	Browse
B_{ud}	Budget
B_{udc}	Budget complement
B_{ug}	Bug
B_{usr}	Business risk
C_{as}	Cable schedule
C_{ass}	Cable skid
C_{al}	Calcrete
C_{alo}	Call-out
C_{at}	Cancelled train
C_{as}	Capability study
C_a	Capacity
C_{api}	Capital
C_{apiv}	Capital ("capex") vote
C_{ccs}	Capital cost control system
C_{ow}	Carried over work
C_{af}	Cash flow
C_h	Charge
C_{hc}	Charge code
C_{ha}	Charter
C_{li}	Click
C_{oa}	Coaxial cable ("Coax")
C_{op}	Code of practice

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C _o	Commit
C _{om}	Commitment
C _{omm}	Commitment forecast (S-curve)
C _{ommo}	Commodity
C _{omp}	Compatibility
C _{ompe}	Competent
C _{ompo}	Component
C _{mms}	Computerised maintenance management system
C _{onp}	Conceptual phase
C _{on}	Concession
C _{bm}	Condition based maintenance
C _{onm}	Condition monitoring
C _{pf}	Conditional probability of failure
C _{ondu}	Conductivity
C _{onf}	Configuration
C _{ons}	Cons
C _{osu}	Consultant
C _{ota}	Contamination
C _{oti}	Contingency
C _{otii}	Continual improvement
C _{ip}	Continuous improvement program
C _{as}	Contract acceptance sheet
C _{or}	Contract risk
C _{otr}	Contractor
C _{oto}	Controller
C _{or}	Corrective / preventive action
C _{orm}	Corrective maintenance
C _{oc}	Cost code
C _{ra}	Craftsperson
C _{re}	Creditors
C _{rp}	Critical path
C _{ri}	Criticality
C _{ub}	Cubicle
C _{yc}	Cyclone
D _{at}	Data
D _{af}	Date files
D _{ef}	Defect
D _{ep}	Definitive phase
D _{el}	Delay (of train)
D _{ele}	Delegate
D _{ew}	Delinquent work
D _{ept}	Department
D _{er}	Derrick
D _{ia}	Dial
D _{iu}	Dial-up
D _{ig}	Digital
D _{it}	Dip tube
D _{ip}	Dippings
D _{ic}	Direct cost
D _{it}	Discard task
D _{cf}	Discounted cash flow
D _{is}	Disk(ette)
D _{isp}	Disposition
D _{iv}	Division
D _{ot}	Downtime
D _{sc}	Draft survey certificate
D _{ri}	Drive (variable speed)
D _{uf}	Ducks foot

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D_{yp}	Dye penetrant
E_{cl}	Economic life
E_{cox}	Ecotoxicology
E_{idd}	Electrical & instrument detail drawing
E_{ield}	Electrical & instrument equipment layout drawing
E_{di}	Electronic data interchange (EDI)
E_{ft}	Electronic funds transfer (EFT)
E_{im}	Electronic Mail
E_{mt}	Emergency maintenance task
E_{ms}	Emergency stock
E_{mp}	Employee
E_{na}	Enablers (asset management)
E_{wo}	Engineering work order
E_{nq}	Enquiry
E_{ntp}	Enterprise
E_{vi}	Environment
E_{via}	Environmental aspect
E_{vic}	Environmental consequences
E_{vii}	Environmental impact
E_{vims}	Environmental management system
E_{vimsa}	Environmental management system audit
E_{vio}	Environmental objective
E_{vip}	Environmental policy
E_{vit}	Environmental target
E_{qu}	Equipment
E_{qul}	Equipment life
E_{ms}	Equipment maintenance strategies
E_{st}	Estimate
E_{fc}	Estimated future commitment
E_{prv}	Estimated plant replacement value
E_{si}	Estimating index
E_{th}	Ethernet
E_{ve}	Event
E_{xr}	Exception reporting
E_{xc}	Excessive
E_{xf}	Expenditure forecast (S Curve)
E_{xt}	Expense type
E_{xs}	Expert system
E_{xp}	Exposure
E_{xa}	External audit
F_{as}	Fail-safe
F_{ai}	Failure
F_{ac}	Failure cause
F_{aco}	Failure code
F_{acon}	Failure consequence
F_{ae}	Failure effect
F_{fi}	Failure finding interval
F_{ft}	Failure finding task
F_{am}	Failure mode
F_{mea}	Failure modes and effects analysis
F_{meca}	Failure modes, effects and criticality analysis
F_{ap}	Failure pattern
F_{ta}	Fault tree analysis
F_{ep}	Feasibility phase
F_{er}	Ferrocete
F_{io}	Fibre optic ("cable")
F_{il}	File
F_{is}	File server

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F _{ia}	Financial accounting
F _{im}	Financial management
F _{iw}	Firmware
F _{ixa}	Fixed assets
F _{ol}	Folder
F _{on}	Font
F _{or}	Forecast
F _{ow}	Forward workload
F _{ob}	Free on board
F _{re}	Freeze
F _{rez}	Freeze (computer)
F _{ru}	Frustum
F _{un}	Function
F _{unf}	Functional failure
F _{unp}	Functional policy
F _{unt}	Functional test
F _{uns}	Future scenario
G _{ap}	Gang-plank
G _{ac}	Gantt chart
G _{ea}	General arrangement
G _{li}	Glitch
G _{oa}	Goal
G _{ol}	Go-line
G _{ra}	Grade
G _{ui}	Graphical user interface
G _{ri}	Grievance
G _{riz}	Grizzly
H _{an}	Handset
H _{au}	Hang-up
H _{ad}	Hard disk
H _{ap}	Hatched position
H _{au}	Haulage
H _{az}	Hazop
H _{ss}	Health and safety standard
H _{mc}	Heavy mineral concentrate
H _{if}	Hidden failure
H _{il}	Highlight or daylight
H _{oo}	Hook
H _{yd}	Hydrocarbon
I _{co}	Icon
I _{ma}	Impact assessment
I _{mp}	Implementation phase
I _{nc}	Incident
I _{ncg}	Incumbent grade
I _{ne}	Indirect expenses
I _{nd}	Induction
I _{nm}	Infant mortality
I _{nr}	Inherent reliability
I _{npd}	Input / ouput devices
O _{upd}	
I _{np}	Input / output
O _{up}	
I _{nq}	Inquiry
I _{ns}	Inspection
I _{nc}	Integrated circuit
I _{sdn}	Integrated services digital network
I _{nte}	Interest
I _{ntr}	Interlock

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I _{nta}	Internal audit
I _{rr}	Internal rate of return
I _{bm}	International Business Machines
I _{sl}	Island
I _{so}	Isotope
J _{oe}	Job evaluation
J _{op}	Job profiling
J _{us}	Justification
K _{ai}	Kaizen
K _{pi}	Key performance indicator
L _{ai}	Lagging indicator
L _{ap}	Laser printer
L _{at}	Late train
L _{ei}	Leading indicator
L _{el}	Legal Liability
L _{ic}	Licence
L _{ifc}	Life cycle
L _{cc}	Life cycle costing
L _{aser}	Light amplification by stimulated emission of radiation
L _{ji}	Line item
L _{in}	Liners
L _{oa}	Load
L _{of}	Load factor
L _{an}	Local area network
L _{sfd}	Logic sequence & flow diagram
L _{sa}	Logistic support analysis
L _{og}	Logon
L _{od}	Loop diagrams (instrument / electrical)
L _{os}	Loss
L _{mw}	Lost Mega Watts
L _{ot}	Lost time
M _{ach}	Machining
M _{as}	Main sub
M _{ai}	Maintainability
M _{aie}	Maintainability engineering
M _{ain}	Maintenance
M _{aina}	Maintenance audit
M _{ainc}	Maintenance contradiction
M _{ainco}	Maintenance cost
M _{aine}	Maintenance engineering
M _{mp}	Maintenance management policy
M _{ains}	Maintenance schedule
M _{ainst}	Maintenance strategy
M _{ainac}	Management accounting
M _{is}	Management information system
M _{tbf}	Mean time between failures
M _{ttr}	Mean time to repair
M _{ed}	Media
M _{en}	Menu
M _{ic}	Microwave
M _{il}	Mill
M _{iss}	Missed schedules
M _{isst}	Mission statement
M _{wo}	Model work order
M _{od}	Modification
M _{odu}	Modulator / Demodulator
D _{emod}	
M _{od}	Module

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M_{on}	Monitor
M_{ou}	Mouse
M_{ultim}	Multimedia
M_{ultip}	Multiplexor
N_{pt}	Name Plate Rating
N_{pv}	Nett present value
N_{et}	Network
N_{sm}	No scheduled maintenance
N_{cr}	Non-conformance report
N_{dt}	Non-destructive testing
N_{oc}	Non-operational consequences
N_{rm}	Non-routine maintenance
N_{ot}	Notification
N_{oz}	Nozzle
O_{ie}	Object linking and embedding
O_{bj}	Objective
O_{hsa}	Occupational health and safety act
O_{ia}	Oil analysis
O_{li}	Olives
O_{cm}	On-condition maintenance
O_{nh}	On-hook
O_{pc}	Operating context
O_{ph}	Operating hours
O_{pr}	Operating risk
O_{ps}	Operating system
O_{pco}	Operational consequences
O_{pe}	Operational efficiency
O_{is}	Operator interface system
O_{ppc}	Opportunity cost
O_{cr}	Optical character reader
O_{creg}	Optical character recognising
O_{pt}	Optimise
O_{ra}	Oracle
O_{rd}	Order
O_{rb}	Ore body
O_{rg}	Organisation
O_{sp}	Organisational strategic plan
O_{ri}	Originator
O_{ut}	Outage
O_{ee}	Overall equipment effectiveness
O_{ve}	Overhaul
O_{vc}	Overhead cost
O_{vt}	Overtime
P_{ac}	Package
P_{ag}	Pager
P_{an}	Panel
P_{as}	Password
P_{at}	Path
P_{atm}	Path markers
P_{ay}	Payback
P_{ea}	Peak /Off-peak period
O_{pea}	
P_{en}	Penstock
P_{pw}	Percentage planned work
P_{eri}	Peripheral
P_{ericd}	Peripheral CD
P_{pe}	Personal protective equipment
P_{ha}	Phase

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P_{hl}	Phreatic Line
P_{ie}	Piezometer
P_{ip}	Pipeline
P_{aid}	Piping and instrument diagram (P & ID)
P_{la}	Plan
P_{dca}	Plan-do-check-action
P_{lm}	Planned maintenance
P_{lw}	Planned work
P_{le}	Plant engineering
P_{lat}	Platinum, 100 ohm
P_{lot}	Plotter
P_{oi}	Pointer
P_{ol}	Policy
P_{oll}	Pollutant
P_{on}	Pond
P_{os}	Post
P_{ow}	Postponed work
P_{of}	Potential failure
P_{oi/ffi}	Potential failure / functional failure interval
P_{osu}	Power supply
P_{rdm}	Predictive maintenance
P_{rp}	Prevention of pollution
P_{rvm}	Preventive maintenance
P_{rf}	Primary function
P_{rin}	Printer
P_{rio}	Priority
P_{abe}	Private automatic branch exchange
P_{rm}	Proactive maintenance
P_{robra}	Probabalistic risk assessment
P_{robsa}	Probabalistic safety assessment
P_{roc}	Procedure
p_{rc}	Process code
P_{rv}	Process variable
P_r	Processor
P_{ert}	Program evaluation and review technique
P_{rom}	Program manager
P_{lc}	Programmable logic controller
P_{rog}	Programme
P_{ro}	Project
P_{bp}	Project by phases
P_{rojch}	Project champion
P_{rojco}	Project cost
P_{fc}	Project final cost
P_{rojm}	Project manager
P_{roj}	Project risk
P_{id}	Proportional, integral and derivative
P_d	Protective device
P_{stn}	Public service telephone network
P_o	Purchase order
P_r	Purchase requisition
Q_{ua}	Quality
Q_{uar}	Quality rate
Q_{uo}	Quotation
R_{ac}	Rack
R_{am}	Random access memory
R_{or}	Rate of return
R_{om}	Read only memory
R_{el}	Ready line

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R_{eal}	Re-allocation (of funds)
R_{ec}	Recovery
R_{ds}	Red data species
R_{edc}	Red-circling
R_{des}	Redesign
R_{ed}	Relational database
R_{el}	Reliability
R_{cm}	Reliability centred maintenance
R_{ee}	Reliability engineering
R_{ep}	Repair
R_{ev}	Replacement value
R_{epo}	Reposition
R_{eq}	Requisition, direct
R_{td}	Resistance temperature detector
R_{escon}	Resnikoff conundrum
R_{es}	Resolution
R_{esp}	Respect
R_{espo}	Responsibility
R_{est}	Restoration
R_{oa}	Return on Assets
R_{is}	Risk
R_{oc}	Root cause (of functional failure)
R_{ot}	Rotable
R_{mt}	Routine maintenance task
R_{os}	Routine stock
R_{tf}	Run-to-failure
S_{ac}	Safety consequences
S_{at}	Satan
S_{ca}	Scanner
S_{ch}	Schedule
S_{cc}	Schedule Compliance
S_{dt}	Scheduled discard task
S_{cm}	Scheduled maintenance
S_{ot}	Scheduled operating time
S_{rt}	Scheduled restoration task
S_{wo}	Scheduled work order
S_{ld}	Schematic & PLC ladder diagram
S_{cr}	Screen
S_{crs}	Screen scraper
S_{cro}	Scroll
S_{ed}	Secondary damage
S_{ef}	Secondary function
S_{eg}	Segregation
S_{er}	Server
S_{erp}	Service pad
S_{ha}	Shaft
S_{hei}	Shed (insulator)
S_{hel}	Shed (load)
S_{het}	Shed (transformer)
S_{hi}	Shift
S_{hu}	Shutdown
S_{hum}	Shutdown maintenance
S_{il}	Silo
S_{ld}	Single line diagram
S_{ki}	Skidder
S_{lu}	Slump
S_{lur}	Slurry
S_{oli}	Solids

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S_{pec}	Specification
S_{pecs}	Specification sheet
S_{pig}	Spigot
S_{po}	Sponsor
S_{pu}	Spud
S_{ta}	Standard
S_{taj}	Standard job (standard task)
S_{op}	Standard operating procedure
S_{ti}	Standing Instructions
S_{two}	Standing work order
S_{ta}	Starter
S_{tat}	Statutory
S_{toc}	Stock (stores stock, stock material)
S_{ti}	Stores issue
S_{tr}	Stores requisition
S_{tri}	Strip
S_{tru}	Structure (overhead power line)
S_{cda}	Supervisory control and data acquisitioning
S_{ub}	Surge bin
S_{us}	Suspended solids
S_{ust}	Sustainable
S_{we}	Sweeping
S_{wi}	Switch
S_{wa}	SWOT analyses
S_{ys}	System
T_{ab}	Tab
T_{ang}	Tangential
T_{ank}	Tank
T_{en}	Tender
T_{enw}	Tender waiver
T_{ert}	Terotechnology
T_{hermc}	Thermocouple
T_{hermg}	Thermography
T_{og}	Toggle
T_{am}	Total asset management
T_{pm}	Total productive maintenance
T_{ss}	Total system support
T_{ra}	Tradesperson
T_{rt}	Transfer tower
T_{ri}	Tribology
T_{rip}	Trip
T_{urb}	Turbidity
T_{urn}	Turn
T_{wp}	Twisted pair
U_{ps}	Uninterrupted power supply
U_{nm}	Unplanned maintenance
U_{nw}	Unplanned work
U_{nm}	Unscheduled maintenance
U_{pt}	Uptime
U_{sl}	Useful life
U_{ti}	Utilisation
V_{ae}	Value engineering
V_{ia}	Vibration analysis
V_{ir}	Virus
V_{is}	Vision statement
V_{-no}	V-notch
W_{eib}	Weighbridge
W_{eir}	Weir

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W_{el}	Weld
W_{an}	Wide area network
W_{in}	Windows
W_{ind}	Windrow
W_{cd}	Wiring or connection diagram
W_{co}	Work carried over
W_{og}	Work group
W_{oo}	Work order
W_{or}	Work request
W_{oc}	Working costs
W_{ol}	Workload
W_{os}	Workshop

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