



MD-0008 Projects

What is a project?

“Projects” allow you to group work orders together so that you are able to view and track work performed against a single project. Types of project work may include:

- renovations or facility repairs
- weather emergencies or natural disasters
- system wide testing, inspections, installations or repairs

How to make a project?

Contact Andy with the details of the project and it will be determined if this should be a project, or if another project is already being used for the same purpose. Andy will create the project after review and approval. When the project is approved, the master foreman and leads of each shop will be notified so that any work orders processed by their shop can be added to the project.

This will reduce duplicate data, consolidate information and simplify reporting purposes.