



AIESL/HQ/RWI/02/2024

Date: 19.09.2024

RAMCO WORK INSTRUCTIONS- RWI-02 Of 2024

Man-hours recording by Activity Center against all additional work carried out in maintenance work package is mandatory activity in RAMCO system so that billing invoice can be generated from the system.

In order to standardize man-hours for the discrepancy, Airbus AMM tasks with estimate standard man hours are updated in the system. The standard man hours of AMM task will assist Activity Center in recording proper man hours and reduce any possibility of under billing.

The sequence of activities to be carried out in RAMCO for line/base maintenance is reiterated here again for reference along with **additional new step mentioned in bold**: -

1. Package creation with addition of standard task (fixed price)
2. Updation of package description with information i.e. package type, customer WO ref etc.
3. Creation of discrepancy for all additional work carried out including cabin snag.
4. MR for materials (consumable/ expendables) of AIESL and recording its consumption.
5. **Addition of all AMM tasks complied during rectification of discrepancy. (The procedure to add task is same as addition of standard task)**
6. **Updation of Actual Man hours in AMM task taking reference from estimated man hours.**
7. **In case discrepancy man hours not covered in AMM task, same to be updated against discrepancy.**
8. Completion of task and closure of discrepancy.
9. Updation of man-hours recording for all **AMM tasks** and discrepancies in work monitoring control (WMC) screen.
10. Once all activities completed, closure of package.

The snap shot of update of actual man hours against AMM task and discrepancy is given below for reference.

Addition of AMM Task

#	Collab.	Task #	Description	ATA #	Task Type	Est. Man Hrs.	Actual Man Hrs.
1		LO-CHECK_A320-214	LAY OVER CHECK	000000-A320	BLOCK SCHED...	2.50	
2		32-42-34-000-001	Removal of the Braking...	324200	AMM	2.50	
3		32-42-34-400-001	Installation of the Braki...	324200	AMM	3.75	
4							

Estimated Man Hrs. will be available for guidance for filling up of Actual Man Hrs. column.

Updation of Actual Man Hours on basis of Estimated Man Hours

Task

Discrepancy

!

Q

3

ALL

1

Planned

0

In-Progress

2

Completed

0

Other

1 - 2/2

+

-

</

Updation of man hours in WMC screen for billing

Manage Work Assignments and Reporting

Review Work **Manage Employee Work**

Additional Search Criteria

Display Option: Work Actual
Search On:
Addl. Search On:
Employee #:
Task Status:
Date From / To: 16/Jul/2024 00.00

Default Details

Search Result

#	Work Exec. Type	Task #	Task Description	Employee #	From Date	From Time	Assigned Hours	Worked Hours	Execution Comments	Employee Comments
1	Aircraft	LAYOV-088129-24/1	W/O NO-813730	432393	14/Sep/20...	10.00		1.00	LAYOVER INSPECTION C/O AS PER APPROVED SCHEDULE	
2	Aircraft	LAYOV-088129-24/2	P1 AND P2 WIND	432393	14/Sep/20...	10.00		1.00	P1 AND P2 WIND SHIELD CLEANING CARRIED OUT AS PER AMM TASK 56-10-00-110-001-A AS F	
3	Aircraft	32-42-34-000-001	Removal of the B	432393	14/Sep/20...	10.00		2.50		
4	Aircraft	32-42-34-400-001	Installation of the	432393	14/Sep/20...	10.00		3.75		
5	Aircraft	LAYOV-088129-24/3	BSCU sys 1 Fault	432393	14/Sep/20...	10.00		0.20	BSCU replaced, OFF # 11234 ON # 55436 Security & installation and operation check c/o found	
6	Aircraft			ramco1	03/Sep/20...	11.00				

Update Details

Update Mode: Work Actuals

Update Assignments / Time Booking

Authorize Booking

Updation in WMC screen is mandatory as these man Hours will be accounted for billing.

The above-mentioned procedure is for information and compliance by all.

In case of any query on procedure, Pl. send mail to itmroadmin@aiesl.in or to my mail surendra.bahal@aiesl.in

(Surendra Behal)
Project Manager
IT-MRO AIESL HQ

CC: CEO, AIESL
CC: CFO AIESL
CC: ED ENGG. Grp A/B
CC: COQ AIESL