

# Search for Maintenance Asset Inquiry – Criteria

## Overview

The Maintenance and Utilization (M&U) module Maintenance Asset Inquiry process provides the ability to search for Maintenance Activities that have been configured for a particular ASSET ID.

## Navigation

Inquiries > Maintenance > MAINT Asset > Maintenance Asset Inquiry Search Criteria page

## Procedures

### Search for a Maintenance Asset Inquiry

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.

- In the Search Criteria box, choose which available field to use in the search.


- Choose which Available Field(s) to use in the search.
  - The first Available Field(s) option (Status) automatically populates and is not editable.



## Help Reference Guide

### Note





Adding another Available Field  automatically populates an additional search criteria row.


### Note



Select  to modify the fields used in the inquiry. *The Fields Selection page opens.*

3. Choose which Operands to use in the search.
  - A. Use  to select the first Operands.
4. Choose which Search Value(s) to use in the search.
  - A. Use  to select the first Search Value.

### Remove an Available Field Row

- a. Use  to select desired Available Field.
  - b. Select . *The desired row is removed.*
5. Select . *The **Maintenance Asset Inquiry – Results** page appears.*

### Add a My Queries Inquiry

1. Select . *The page refreshes, and My Queries changes from a drop-down field to a text field.*



My Queries


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**Maintenance Asset Inquiry Search Criteria**

Available Field(s)	Operands	Search Value(s)
*Status	=	Active
Select an Item		

2. Enter the Query Name in the field provided. *This is a 90 alphanumeric character field.*
  3. Select  . *The Query and the information entered in the Search Criteria grid are added to My Queries. Select  to disregard the Query.*
  4. Select  . *The **Maintenance Asset Inquiry – Select Fields** page appears.*
- OR
- Select  . *The **Maintenance Asset Inquiry – Results** page appears.*

## Select a My Queries Inquiry

1. Use  to select the desired saved query. *The page refreshes, and the selected query information appears in the search criteria grid.*

My Queries

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**Maintenance Asset Inquiry Search Criteria**

Available Field(s)	Operands	Search Value(s)
*Status	=	Active
Select an Item		

2. Select  . The **Maintenance Asset Inquiry – Select Fields** page appears.
- OR

Select  . The **Maintenance Asset Inquiry – Results** page appears.

## Update a My Queries Inquiry

1. Use  to select the desired saved query. *The page refreshes, the search criteria fields change, and  is joined by  and .* The selected query information appears in the search criteria grid.

My Queries

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**Maintenance Asset Inquiry Search Criteria**

Available Field(s)	Operands	Search Value(s)
*Status	=	Active
Select an Item		

2. Select  . *The query information is updated.*
3. Select  . *The **Maintenance Asset Inquiry – Select Fields** page appears.*
- OR
- Select  . *The **Maintenance Asset Inquiry – Results** page appears.*

**Delete a My Queries Inquiry**

1. Use  to select the desired saved query. *The page refreshes, and  is joined by  and .* *The selected query information appears in the search criteria grid.*

My Queries

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**Maintenance Asset Inquiry Search Criteria**

Available Field(s)	Operands	Search Value(s)
<input type="text" value="*Status"/>	<input "="" type="text" value="="/>	<input type="text" value="Active"/>
<input type="text" value="Select an Item"/>	<input type="text"/>	<input type="text"/>

2. Select  . *The query information is removed.*

**Revise the Fields for the Inquiry**

Select  . *The **Maintenance Asset Inquiry – Select Fields** page appears.*

# Search for Maintenance Asset Inquiry – Results


## Navigation

Inquiries > Maintenance > MAINT Asset > Search Criteria > **Show Inquiry** > Maintenance Asset Inquiry Search Results page

## Procedures

### Export the Maintenance Asset Inquiry Results


Selecting **Cancel** at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.

Rows Retrieved = 10

Asset Id	Item Desc	Maint Mgt Cd	Location	Initial Dt Profiled	UC	UC Name	Maint Activity Name	Equip Pool	Dispatch Cd	FAST Rptd	Vehicle Op Cd	Vehicle Type Cd	Utilization Measure Cd	Current Meter Reading	Petroleum Dedicated
BROOK000002	BROOKS SUPER ASSETS	MAJ	ROOM 116	10/30/2016	BROOKS	BROOKS TEST LOC	BROOKS MA	88 -S&T 12	A	No					NO
BROOK000003	BROOKS SUPER ASSETS	MAJ	AREAT	10/01/2019	BROOKS	BROOKS TEST LOC	BROOKS MA	88 -S&T 12	A	No					NO
BROOK000005	BROOKS SUPER ASSETS	MAJ	OUTSIDE STAGING	01/03/2022	BROOKS	BROOKS TEST LOC	BROOKS MA	21 -DUTY WATCH	N	No					NO
BROOK000006	BROOKS SUPER ASSETS	NFD	OUTSIDE STAGING		BROOKS	BROOKS TEST LOC	BROOKS MA		N	No					NO
BROOK000008	BROOKS SUPER ASSETS	MAJ	OUTSIDE STAGING	10/30/2016	BROOKS	BROOKS TEST LOC	BROOKS MA	21 -DUTY WATCH	A	No					NO
BROOK000008	BROOKS SUPER ASSETS	NFD	BUILDING 11		BROOKS	BROOKS TEST LOC	BROOKS MA		N	No					NO
BROOK000009	BROOKS SUPER ASSETS	MAJ	BUILDING 11	01/22/2020	BROOKS	BROOKS TEST LOC	BROOKS MA	88 -BIROUOP	W	No					NO
BROOK000006	BROOKS SUPER ASSETS	NFD	AREAT		BROOKS	BROOKS TEST LOC	BROOKS MA		N	No					NO
BROOK000004	BROOKS SUPER ASSETS	NFD	AREAT		BROOKS	BROOKS TEST LOC	BROOKS MA		N	No					NO
LOANED000100	BROOKS SUPER ASSETS	NFD	AREAT		BROOKS	BROOKS TEST LOC	BROOKS MA		N	No					NO

01/18/2022 12:08  
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**Note**  
 To reach the optional fields, refer to the Maintenance Asset Inquiry – Field Selection page.

2. Select **Cancel**. The **Maintenance Asset Inquiry – Criteria** page appears.

### Search the Results

1. Select the empty field  **Find | Next**.
2. Enter the characters or words to search. Entries are not case sensitive.



## Help Reference Guide

3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*

### View the Maintenance Asset Detail

Select the desired Maintenance Asset row. *The **Maintenance Asset Inquiry Detail – Basic** page appears.*





## Select Fields for the Maintenance Asset Inquiry

### Navigation

Inquiries > Maintenance > MAINT Asset > Search Criteria >  > MAINT Asset Inquiry Fields Selection page

### Procedures

#### Choose the Extracted Inquiry File Details

Selecting  at any point of this procedure removes all revisions and closes the page, whereas selecting  returns all fields to the default "All" setting.





1. Select [Fields](#). The **Select Fields for the Maintenance Asset Inquiry** page appears.

Extract Excel File

Extract Id

Extract Text, Comma Separated File

Privacy Type Private ▼

Selections ▼ [New Selection List](#)

<input type="checkbox"/> Field	Field Description
<input checked="" type="checkbox"/> Asset Id	The Asset Id on the Work Order.
<input checked="" type="checkbox"/> Current Meter Reading	Current Meter Reading of Vehicle
<input checked="" type="checkbox"/> Dispatch Cd	Daily, Weekly, Recurring etc.
<input checked="" type="checkbox"/> Equip Pool	The maintenance equipment pool containing the asset.
<input checked="" type="checkbox"/> FAST Rptbl	Indicates whether the vehicle is FAST Reportable.
<input checked="" type="checkbox"/> Initial Dt Profiled	Date this record was assigned a maintenance management code.
<input checked="" type="checkbox"/> Item Desc	Item Description for the work order.
<input checked="" type="checkbox"/> Location	Physical location of an asset.
<input checked="" type="checkbox"/> Maint Activity Name	The maintenance activity assigned to service the asset.
<input checked="" type="checkbox"/> Maint Mgt Cd	The code describing the intended use of the maintenance asset (e.g. maintenance, utilization, etc.).
<input checked="" type="checkbox"/> Petroleum Dedicated	Indicates whether the vehicle fuel is low green house gas
<input checked="" type="checkbox"/> UIC	A code that uniquely identifies a unit, organization, or activity. The first position is the Service designator, positions 2-4 are the Parent Organization designator, and positions 5-6 are the Descriptive designator
<input checked="" type="checkbox"/> UIC Name	A unit, organization, or activity name
<input checked="" type="checkbox"/> Utilization Measure Cd	Code of the Maint Asset Utilization
<input checked="" type="checkbox"/> Vehicle Grp Cd	The unique value in the lookup table which stores the code assigned to the associated display description
<input checked="" type="checkbox"/> Vehicle Type Cd	Code that identifies the vehicles type.
<input type="checkbox"/> Accumd Deprn	Total depreciation incurred to date. Includes depreciation incurred by the current holder and prior holder(s) of the capital asset.
<input type="checkbox"/> Acq Pgm Desc	Free text that provides additional information about an Acq Program.
<input type="checkbox"/> Acq Pgm Name	Unique identifier associated with a program under which assets are procured.
<input type="checkbox"/> Activation Dt	The date a Serial Asset was put into use
<input type="checkbox"/> Activity Cd	Used to identify a specific installation or level of funding.
<input type="checkbox"/> Address 1	First line of the address for the Major Custodian
<input type="checkbox"/> Address 2	Second line of the address for the Major Custodian





## Help Reference Guide

<input type="checkbox"/>	ARC	Designates an asset as expendable, non-expendable or durable.
<input type="checkbox"/>	Asset Level Cd	A unique column that holds the code used by the lookup table which coincides with the associated description. Indicates if item is end item or component and if asset has lower level components.
<input type="checkbox"/>	Asset Sts Cd	Used to keep track of the status of an asset.
<input type="checkbox"/>	City	The name of the city of the responsible activity reporting the Asset, or the city where real property facility is located.
<input type="checkbox"/>	CAGE Cd	Controlling activities including manufactures, vendors, and government agencies that control the development of specifications/standards, control the design, or manufacture items of supply, sometimes control the specifications/standards themselves.
<input type="checkbox"/>	Cond Cd	Condition Code
<input type="checkbox"/>	CLIN	A four position field that identifies different contract line items within the same contract.
<input type="checkbox"/>	Owng Cost Center	A code that identifies an organization
<input type="checkbox"/>	Country Cd	Identifies the Country where the Major Custodian is located
<input type="checkbox"/>	Custodian Nbr	One to six position code, locally assigned, used to identify an individual responsible for assigned assets.
<input type="checkbox"/>	Custodian Name	The name assigned to the property custodian.
<input type="checkbox"/>	DSN	Defense Switched Network for the Major Custodian.
<input type="checkbox"/>	Dmil Cd	The code that represents instructions for removal of functional or military characteristics of a materiel item.
<input type="checkbox"/>	Deprn Period	Number of months depreciation will be expensed. Minimum number allowed is 24. Code values represent the maximum number of allowable months based on applicable directives.
<input type="checkbox"/>	Deprn Cost Center	A code that identifies the organization handling depreciation.
<input type="checkbox"/>	Dispatch Ctgr	The identifier of the dispatch category.
<input type="checkbox"/>	Sub Ctgr	The dispatch sub-category assigned to the asset.
<input type="checkbox"/>	Dispatch Unavl Cd	The code determining whether or not a particular asset is available for dispatch.
<input type="checkbox"/>	Type Action	Designates selection of an action to be taken on disposition of asset
<input type="checkbox"/>	Disposition Type Action Cd	Code signifying the type of disposition action
<input type="checkbox"/>	DOD Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number.
<input type="checkbox"/>	E-Mail Address	The electronic mailing address of the Point of Contact for the Major Custodian.
<input type="checkbox"/>	ECC	Equipment category of the asset.
<input type="checkbox"/>	EISA	EISA Code
<input type="checkbox"/>	Emergency Response	Emergency Response Designation
<input type="checkbox"/>	EPAct 2005	EPAct 2005 Act
<input type="checkbox"/>	EPAct Coverage	EPAct Coverage
<input type="checkbox"/>	FAST Fuel Config	FAST Fuel Configuration
<input type="checkbox"/>	Fndng Cost Center	Funding Cost Center
<input type="checkbox"/>	Haz Mat Cd	Code identifying explosives and other dangerous articles which require special handling in shipment as freight.





## Help Reference Guide

<input type="checkbox"/>	IT Device Cd	Indicates a particular type of IT asset.
<input type="checkbox"/>	Law Enforcement	Law Enforcement Designation
<input type="checkbox"/>	Lease Cd	Indicates the lease status of a particular asset.
<input type="checkbox"/>	Lease End Dt	The date the assets warranty, service or lease contract expires
<input type="checkbox"/>	Lease Start Dt	The date the assets warranty, service or lease contract starts
<input type="checkbox"/>	LIN/TAMCN Desc	Description that the Line Item Number / Table of Authorized Material Control Number represents.
<input type="checkbox"/>	LIN/TAMCN	Line Item Number / Table of Authorized Material Control Number is a number assigned to items contained in authorization documents and designates a family of Stock Numbers.
<input type="checkbox"/>	Loan Cd	Indicates the loan status of a particular asset.
<input type="checkbox"/>	Loan End Dt	The date the assets warranty, service or loan contract expires
<input type="checkbox"/>	Loan Start Dt	The date the assets warranty, service or loan contract starts
<input type="checkbox"/>	Location Withheld	Indicates whether the location is withheld
<input type="checkbox"/>	Maint Grp	The maintenance group of the asset, used to determine how the asset was assigned to the maint activity.
<input type="checkbox"/>	Mfr Name	The full name of a specific manufacturer.
<input type="checkbox"/>	Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.
<input type="checkbox"/>	Mfr Yr	Year an asset was manufactured/built/improved.
<input type="checkbox"/>	Min Obj Percent	Minimum percent of utilization.
<input type="checkbox"/>	Mfr Model Nbr	The specific number assigned to identify the make/model of an asset.
<input type="checkbox"/>	Obj Percent Util	Desired percentage of utilization.
<input type="checkbox"/>	Office Id	The name of the office where the Major Custodian is located
<input type="checkbox"/>	Office Name	Description of the organization of the Major Custodian
<input type="checkbox"/>	Orig In Svc Dt	A date that an acquisition was placed in service
<input type="checkbox"/>	Phone Nbr	Office commercial phone number of Major Custodian
<input type="checkbox"/>	APO E-Mail	The electronic mailing address of the Point of Contact
<input type="checkbox"/>	APO Phone Nbr	Office commercial phone number of custodian or Point of Contact who determined the status of the excess materiel or the Point of Contact for the SCHOOL DONATION.
<input type="checkbox"/>	Possible Days Used	Indicates Prime shift as 4 or 5 days a week.
<input type="checkbox"/>	Precious Mtl Cd	Identifies items that have precious metals as part of their content. Precious metals are those metals generally considered to be uncommon and highly valuable
<input type="checkbox"/>	Maint Loc	The maintenance location assigned to the asset.



<input type="checkbox"/>	APO Address 1	Property Management Officer Address Line 1
<input type="checkbox"/>	APO Address 2	Property Management Officer Address Line 2
<input type="checkbox"/>	APO City	Property Management Officer City
<input type="checkbox"/>	APO Country	Property Management Officer Country
<input type="checkbox"/>	APO Name	Property Management Officer Name
<input type="checkbox"/>	APO Office Id	Property Management Officer Office Id
<input type="checkbox"/>	APO Office Name	Property Management Officer Office Name
<input type="checkbox"/>	APO State	Property Management Officer State
<input type="checkbox"/>	APO ZIP Cd	Property Management Officer Zip Code
<input type="checkbox"/>	PO Nbr	Assigned by the procurement activity and used to identify requests for a supply purchase.
<input type="checkbox"/>	Retirement/Dspsl Dt	Date that asset (personal or real property) or improvement is deleted from property book. Date is entered by user during Disposition action.
<input type="checkbox"/>	Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number. Also used to identify Real Property Assets.
<input type="checkbox"/>	State	The State where the Major Custodian is located
<input type="checkbox"/>	Stock Nbr	Number assigned to each like asset of supply purchased, stocked or distributed within the Federal government. For turn-in of assets, if valid Stock Number not available, use FSC and description.
<input type="checkbox"/>	Sub Custodian Nbr	Sub Custodians are assigned a number by the major custodian to assign assets for responsibility.
<input type="checkbox"/>	Sub Loc	A more specific description of the physical location of an asset within its Location.
<input type="checkbox"/>	SPIIN	Four to six position field added to the basic procurement instrument identification number that identifies amendments/modifications, or calls orders under contract.
<input type="checkbox"/>	Total Cost	Total Cost. Cost of individual end item assets including cost of stand-alone components
<input type="checkbox"/>	Type Dsg Name	A unique name referred to as Type Designation that identifies the asset type, usage, purpose, and variant within an Acquisition Program Type Designation Name.
<input type="checkbox"/>	Uii	Unique Item Identifier. Marking for a qualifying item with a permanent 2-dimensional data matrix.
<input type="checkbox"/>	Util Svc Life	Indicates how long an asset is expected to last, in terms of the Util Measure, before being fully depreciated.
<input type="checkbox"/>	Vehicle Armor	Code that indicates the level of armoring applicable for a vehicle.
<input type="checkbox"/>	Yr Svc Life	Number of years of recommended service life based upon applicable directives.
<input type="checkbox"/>	ZIP Cd	ZIP Code


**2. Choose the desired file type:**

- Click  to select Extract Excel File. *The extracted file on the **View Inquiry Extract** page is an .XLS file.*

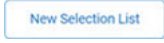


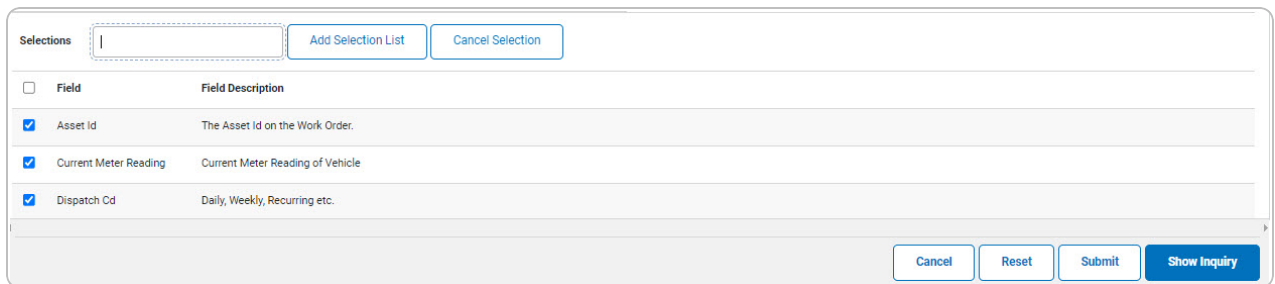
**OR**

Click  to select Extract Text, Comma Separated File. *The extracted file on the **View Inquiry Extract** page is a .CSV file.*



3. Enter an unique identifier in the Extract ID field provided. *This adds the identifier to the link on the **View Inquiry Extract** page, and does not change the file name.*
4. Use  to select the Privacy Type.



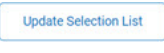
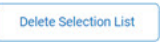
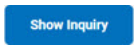
**Add a Selection List**

1. Select . *The page refreshes, and Selections changes from a drop-down field to a text field.*



<input type="checkbox"/>	Field	Field Description
<input checked="" type="checkbox"/>	Asset Id	The Asset Id on the Work Order.
<input checked="" type="checkbox"/>	Current Meter Reading	Current Meter Reading of Vehicle
<input checked="" type="checkbox"/>	Dispatch Cd	Daily, Weekly, Recurring etc.

**Note**  
 Selecting  at any time from this point of the procedure removes all revisions and returns My Selections to a drop-down field.

2. Select . *The page refreshes, and the selected list is added.*  is replaced by  and .
- Select  for small volumes of data. *The **Maintenance Asset Inquiry – Results** page appears.*

**OR**

Select  for large volumes of data. *The **Maintenance Asset Inquiry Transaction Status** page appears.*



## Use a Predetermined Field Selection List

1. Use  to display the Selection List.

Selections

<input type="checkbox"/>	Field	Field Description
<input checked="" type="checkbox"/>	Asset Id	The Asset Id on the Work Order.
<input checked="" type="checkbox"/>	Current Meter Reading	Current Meter Reading of Vehicle

Select  for small volumes of data. *The **Maintenance Asset Inquiry – Results** page appears.*



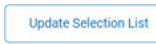

- 2.

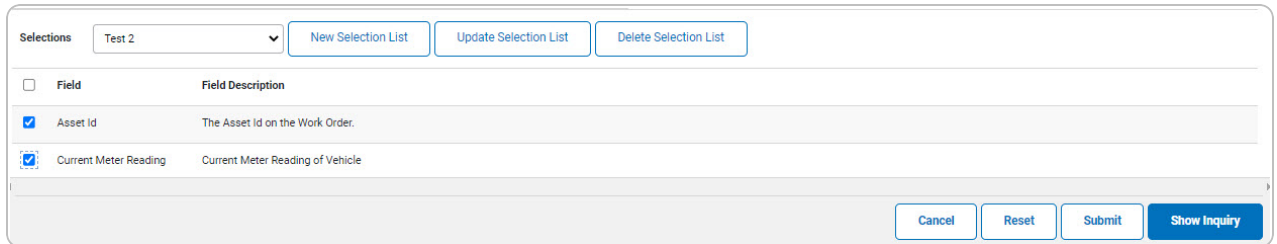
**OR**

Select  for large volumes of data. *The **Maintenance Asset Inquiry Transaction Status** page appears.*


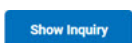


## Update a Selection List

- Use  to select the desired Selection List. *The page refreshes, the search criteria fields change, and  is joined by  and .*



Field	Field Description
<input checked="" type="checkbox"/> Asset Id	The Asset Id on the Work Order.
<input checked="" type="checkbox"/> Current Meter Reading	Current Meter Reading of Vehicle





- Select . *The page refreshes.*  
 Select  for small volumes of data. *The **Maintenance Asset Inquiry – Results** page appears.*

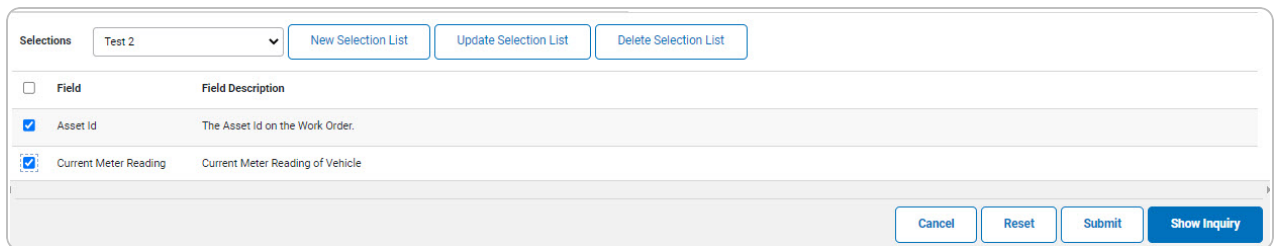
3.

**OR**

Select  for large volumes of data. *The **Maintenance Asset Inquiry Transaction Status** page appears.*

## Delete a Selection List

- Use  to select the desired Selection List. *The page refreshes, the search criteria fields change, and  is joined by  and .*



Field	Field Description
<input checked="" type="checkbox"/> Asset Id	The Asset Id on the Work Order.
<input checked="" type="checkbox"/> Current Meter Reading	Current Meter Reading of Vehicle

- Select . *The page refreshes and the list is immediately deleted.*



### Modify the Fields Used for the Inquiry

Selecting  at any point of this procedure removes all revisions and closes the page.

**Bold** numbered steps are required.

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.





1. Select **Fields**. The **Select Fields for the Maintenance Asset Inquiry** page appears.

Extract Excel File  Extract Text, Comma Separated File

Extract Id

Privacy Type

Selections  [New Selection List](#)

<input type="checkbox"/>	Field	Field Description
<input checked="" type="checkbox"/>	Asset Id	The Asset Id on the Work Order.
<input checked="" type="checkbox"/>	Current Meter Reading	Current Meter Reading of Vehicle
<input checked="" type="checkbox"/>	Dispatch Cd	Daily, Weekly, Recurring etc.
<input checked="" type="checkbox"/>	Equip Pool	The maintenance equipment pool containing the asset.
<input checked="" type="checkbox"/>	FAST Rptbl	Indicates whether the vehicle is FAST Reportable.
<input checked="" type="checkbox"/>	Initial Dt Profiled	Date this record was assigned a maintenance management code.
<input checked="" type="checkbox"/>	Item Desc	Item Description for the work order.
<input checked="" type="checkbox"/>	Location	Physical location of an asset.
<input checked="" type="checkbox"/>	Maint Activity Name	The maintenance activity assigned to service the asset.
<input checked="" type="checkbox"/>	Maint Mgt Cd	The code describing the intended use of the maintenance asset (e.g. maintenance, utilization, etc.).
<input checked="" type="checkbox"/>	Petroleum Dedicated	Indicates whether the vehicle fuel is low green house gas
<input checked="" type="checkbox"/>	UIC	A code that uniquely identifies a unit, organization, or activity. The first position is the Service designator, positions 2-4 are the Parent Organization designator, and positions 5-6 are the Descriptive designator
<input checked="" type="checkbox"/>	UIC Name	A unit, organization, or activity name
<input checked="" type="checkbox"/>	Utilization Measure Cd	Code of the Maint Asset Utilization
<input checked="" type="checkbox"/>	Vehicle Grp Cd	The unique value in the lookup table which stores the code assigned to the associated display description
<input checked="" type="checkbox"/>	Vehicle Type Cd	Code that identifies the vehicles type.
<input type="checkbox"/>	Accumd Deprn	Total depreciation incurred to date. Includes depreciation incurred by the current holder and prior holder(s) of the capital asset.
<input type="checkbox"/>	Acq Pgm Desc	Free text that provides additional information about an Acq Program.
<input type="checkbox"/>	Acq Pgm Name	Unique identifier associated with a program under which assets are procured.
<input type="checkbox"/>	Activation Dt	The date a Serial Asset was put into use
<input type="checkbox"/>	Activity Cd	Used to identify a specific installation or level of funding.
<input type="checkbox"/>	Address 1	First line of the address for the Major Custodian
<input type="checkbox"/>	Address 2	Second line of the address for the Major Custodian



## Help Reference Guide

<input type="checkbox"/>	ARC	Designates an asset as expendable, non-expendable or durable.
<input type="checkbox"/>	Asset Level Cd	A unique column that holds the code used by the lookup table which coincides with the associated description. Indicates if item is end item or component and if asset has lower level components.
<input type="checkbox"/>	Asset Sts Cd	Used to keep track of the status of an asset.
<input type="checkbox"/>	City	The name of the city of the responsible activity reporting the Asset, or the city where real property facility is located.
<input type="checkbox"/>	CAGE Cd	Controlling activities including manufactures, vendors, and government agencies that control the development of specifications/standards, control the design, or manufacture items of supply, sometimes control the specifications/standards themselves.
<input type="checkbox"/>	Cond Cd	Condition Code
<input type="checkbox"/>	CLIN	A four position field that identifies different contract line items within the same contract.
<input type="checkbox"/>	Owng Cost Center	A code that identifies an organization
<input type="checkbox"/>	Country Cd	Identifies the Country where the Major Custodian is located
<input type="checkbox"/>	Custodian Nbr	One to six position code, locally assigned, used to identify an individual responsible for assigned assets.
<input type="checkbox"/>	Custodian Name	The name assigned to the property custodian.
<input type="checkbox"/>	DSN	Defense Switched Network for the Major Custodian.
<input type="checkbox"/>	Dmil Cd	The code that represents instructions for removal of functional or military characteristics of a materiel item.
<input type="checkbox"/>	Deprn Period	Number of months depreciation will be expensed. Minimum number allowed is 24. Code values represent the maximum number of allowable months based on applicable directives.
<input type="checkbox"/>	Deprn Cost Center	A code that identifies the organization handling depreciation.
<input type="checkbox"/>	Dispatch Ctgr	The identifier of the dispatch category.
<input type="checkbox"/>	Sub Ctgr	The dispatch sub-category assigned to the asset.
<input type="checkbox"/>	Dispatch Unavl Cd	The code determining whether or not a particular asset is available for dispatch.
<input type="checkbox"/>	Type Action	Designates selection of an action to be taken on disposition of asset
<input type="checkbox"/>	Disposition Type Action Cd	Code signifying the type of disposition action
<input type="checkbox"/>	DOD Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number.
<input type="checkbox"/>	E-Mail Address	The electronic mailing address of the Point of Contact for the Major Custodian.
<input type="checkbox"/>	ECC	Equipment category of the asset.
<input type="checkbox"/>	EISA	EISA Code
<input type="checkbox"/>	Emergency Response	Emergency Response Designation
<input type="checkbox"/>	EPAct 2005	EPAct 2005 Act
<input type="checkbox"/>	EPAct Coverage	EPAct Coverage
<input type="checkbox"/>	FAST Fuel Config	FAST Fuel Configuration
<input type="checkbox"/>	Fndng Cost Center	Funding Cost Center
<input type="checkbox"/>	Haz Mat Cd	Code identifying explosives and other dangerous articles which require special handling in shipment as freight.





## Help Reference Guide

<input type="checkbox"/>	IT Device Cd	Indicates a particular type of IT asset.
<input type="checkbox"/>	Law Enforcement	Law Enforcement Designation
<input type="checkbox"/>	Lease Cd	Indicates the lease status of a particular asset.
<input type="checkbox"/>	Lease End Dt	The date the assets warranty, service or lease contract expires
<input type="checkbox"/>	Lease Start Dt	The date the assets warranty, service or lease contract starts
<input type="checkbox"/>	LIN/TAMCN Desc	Description that the Line Item Number / Table of Authorized Material Control Number represents.
<input type="checkbox"/>	LIN/TAMCN	Line Item Number / Table of Authorized Material Control Number is a number assigned to items contained in authorization documents and designates a family of Stock Numbers.
<input type="checkbox"/>	Loan Cd	Indicates the loan status of a particular asset.
<input type="checkbox"/>	Loan End Dt	The date the assets warranty, service or loan contract expires
<input type="checkbox"/>	Loan Start Dt	The date the assets warranty, service or loan contract starts
<input type="checkbox"/>	Location Withheld	Indicates whether the location is withheld
<input type="checkbox"/>	Maint Grp	The maintenance group of the asset, used to determine how the asset was assigned to the maint activity.
<input type="checkbox"/>	Mfr Name	The full name of a specific manufacturer.
<input type="checkbox"/>	Mfr Part Nbr	Number used to record the make or model of a specific piece of equipment.
<input type="checkbox"/>	Mfr Yr	Year an asset was manufactured/built/improved.
<input type="checkbox"/>	Min Obj Percent	Minimum percent of utilization.
<input type="checkbox"/>	Mfr Model Nbr	The specific number assigned to identify the make/model of an asset.
<input type="checkbox"/>	Obj Percent Util	Desired percentage of utilization.
<input type="checkbox"/>	Office Id	The name of the office where the Major Custodian is located
<input type="checkbox"/>	Office Name	Description of the organization of the Major Custodian
<input type="checkbox"/>	Orig In Svc Dt	A date that an acquisition was placed in service
<input type="checkbox"/>	Phone Nbr	Office commercial phone number of Major Custodian
<input type="checkbox"/>	APO E-Mail	The electronic mailing address of the Point of Contact
<input type="checkbox"/>	APO Phone Nbr	Office commercial phone number of custodian or Point of Contact who determined the status of the excess materiel or the Point of Contact for the SCHOOL DONATION.
<input type="checkbox"/>	Possible Days Used	Indicates Prime shift as 4 or 5 days a week.
<input type="checkbox"/>	Precious Mtl Cd	Identifies items that have precious metals as part of their content. Precious metals are those metals generally considered to be uncommon and highly valuable
<input type="checkbox"/>	Maint Loc	The maintenance location assigned to the asset.




<input type="checkbox"/>	APO Address 1	Property Management Officer Address Line 1
<input type="checkbox"/>	APO Address 2	Property Management Officer Address Line 2
<input type="checkbox"/>	APO City	Property Management Officer City
<input type="checkbox"/>	APO Country	Property Management Officer Country
<input type="checkbox"/>	APO Name	Property Management Officer Name
<input type="checkbox"/>	APO Office Id	Property Management Officer Office Id
<input type="checkbox"/>	APO Office Name	Property Management Officer Office Name
<input type="checkbox"/>	APO State	Property Management Officer State
<input type="checkbox"/>	APO ZIP Cd	Property Management Officer Zip Code
<input type="checkbox"/>	PO Nbr	Assigned by the procurement activity and used to identify requests for a supply purchase.
<input type="checkbox"/>	Retirement/Dspsl Dt	Date that asset (personal or real property) or improvement is deleted from property book. Date is entered by user during Disposition action.
<input type="checkbox"/>	Serial Nbr	Used to identify a particular serially managed asset. This field is also used for USA Registration Number. Also used to identify Real Property Assets.
<input type="checkbox"/>	State	The State where the Major Custodian is located
<input type="checkbox"/>	Stock Nbr	Number assigned to each like asset of supply purchased, stocked or distributed within the Federal government. For turn-in of assets, if valid Stock Number not available, use FSC and description.
<input type="checkbox"/>	Sub Custodian Nbr	Sub Custodians are assigned a number by the major custodian to assign assets for responsibility.
<input type="checkbox"/>	Sub Loc	A more specific description of the physical location of an asset within its Location.
<input type="checkbox"/>	SPIIN	Four to six position field added to the basic procurement instrument identification number that identifies amendments/modifications, or calls orders under contract.
<input type="checkbox"/>	Total Cost	Total Cost. Cost of individual end item assets including cost of stand-alone components
<input type="checkbox"/>	Type Dsg Name	A unique name referred to as Type Designation that identifies the asset type, usage, purpose, and variant within an Acquisition Program Type Designation Name.
<input type="checkbox"/>	Uii	Unique Item Identifier. Marking for a qualifying item with a permanent 2-dimensional data matrix.
<input type="checkbox"/>	Util Svc Life	Indicates how long an asset is expected to last, in terms of the Util Measure, before being fully depreciated.
<input type="checkbox"/>	Vehicle Armor	Code that indicates the level of armoring applicable for a vehicle.
<input type="checkbox"/>	Yr Svc Life	Number of years of recommended service life based upon applicable directives.
<input type="checkbox"/>	ZIP Cd	ZIP Code

2. Select the fields required for the inquiry. *The first 16 fields are automatically selected.*

**Note**

The number of fields selected determines the amount of data returned from the database. The more data returned, the longer the inquiry takes.

Select  for small volumes of data. *The **Maintenance Asset Inquiry – Results** page appears.*

3.

**OR**

Select  for large volumes of data. *The **Maintenance Asset Inquiry Transaction Status** page appears.*








## View Maintenance Asset Inquiry Details — Basic

### Overview

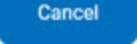
The Maintenance Asset Inquiry Detail — Basic process displays the basic maintenance record of the selected asset.

### Navigation

Inquiries > Maintenance > MAINT Asset > Search Criteria >  > Search Results > Asset Row hyperlink > Maintenance Asset Inquiry Detail — Basic page

### Procedures

#### Export the Maintenance Asset Detail — Basic

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



1. Verify the Basic Detail tab.

Basic Catalog Accounting Depreciation Warranty Attachment Improvement Component Maintenance Fuel Cert/License Lifetime Cost Open Work Order Utilization Vehicle Characteristics Vehicle Cost Work Plan All


1 of 1 Find | Next

**Maintenance Asset Inquiry - Basic Detail**

Site Id	FUNC-2	Actbl UIC	N00018
UIC	BROOKS	Process Action	
Stock Nbr	89688968	Serial Nbr	94131064
Item Desc	M AND U ASSETS	Asset Status	Active
Asset Id	BROOKS000097	Custodian Nbr	JITC /
Lot Nbr		Expr Dt	
Qty	1	Total Cost	\$1,000.00
Loc	TAGTEST	Sub Loc	
Acq Cost	\$1,000.00	Avg Unit Cost	
Acq Dt	11/01/2011	Rcpt Dt	11/01/2011
Origl In Svc Dt	11/01/2011	Retirement/Dspsl Dt	
Cond Cd	B - Svcbl(With Qual)	Asset Level Cd	EI - End Item No Components
Asset Cd	K - Equipment	Asset Sts Cd	U - In Use
Embedded Cost	\$0.00	HA Asset Id	
Sys Id		Action Cd	INPR - New Procurement
Catalog Piferable	No	Asset Piferable	No
Non-Actbl	No		
Owng Cost Center		Owng Cost Center Desc	
Rcpt Doc Nbr		Rcvd By	
Estbd Dt	11/01/2011	Estbd By	DMBROOKS
Last Activity Dt	01/14/2020	Last Updtd By	JHEDBRE
Cause of Suspt Loss		Suspt Loss Sts Cd	N/A - Non Applicable
UII	LDN00367BROOKS000097		
Remarks			

01/06/2022 13:30 1 of 1  
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Cancel

2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.

3. Follow the prompts provided by the computer.

4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.

OR

Select the Catalog tab. The **Maintenance Asset Inquiry Detail – Catalog** page appears.



## Help Reference Guide

### Search the Results

1. Select the empty field  Find | Next .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*







## View the Maintenance Asset Inquiry Detail — Catalog

### Overview

The Maintenance Asset Inquiry Detail — Catalog page displays the catalog record of the selected asset.

### Navigation

Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Catalog tab > Maintenance Asset Inquiry Detail — Catalog page

### Procedures

#### Export the Maintenance Asset Detail — Catalog

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



1. Verify the Catalog Detail tab.


Maintenance Asset Inquiry - Catalog Detail			
Asset Id	BROOKS000097		
Stock Nbr	89688968	Serial Nbr	94131064
Item Desc	M AND U ASSETS		
<b>Catalog</b>			
FSC	1005 - Guns, through 30MM	Reportable Cd	0 - Not Reportable
Type Asset Cd	G - Gen PP&E	IT Device Cd	N/A - Non Applicable
ACC	U 2000000000048	ARC	N - Nonexpendable
Dmil Cd	A - NonMLI - Dmil Not Req	CIIC	U - Unclassified
Calibration Cd	N - Not Applicable		
Acq Program		LIN/TAMCN	AB1234 - TESTING
Type Dsg Cd		Util Measur Cd	M - Miles
Fdcry Deprn Mthd Cd	SL - Straight Line	Util Svc Life	15.00
<b>MFR</b>			
Mfr Name	UNASSIGNED		
Mfr Part Nbr		Mfr Model Nbr	
Non-Actbl	NO	CAGE Cd	
		Mfr Yr	2011
DOD Serial Nbr			

01/06/2022 13:37  
1 of 1  
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[Cancel](#)

2. Verify the Catalog section.

3. Verify the Mfr section.

4. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.

5. Follow the prompts provided by the computer.

6. Select . The **Maintenance Asset Inquiry – Criteria** page appears.

OR

Select the Accounting tab. The **Maintenance Asset Inquiry Detail – Accounting** page appears.





## Help Reference Guide

### Search the Results

1. Select the empty field  Find | Next .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





## View the Maintenance Asset Inquiry Details — Accounting

### Overview

The Maintenance Asset Inquiry Detail — Accounting process displays the accounting record of the selected asset.

### Navigation

Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Accounting tab > Maintenance Asset Inquiry Detail — Accounting page

### Procedures

#### Export the Maintenance Asset Detail — Accounting

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



1. Verify the Accounting Detail tab.

Basic Catalog **Accounting** Depreciation Warranty Attachment Improvement Component Maintenance Fuel Cert/License Lifetime Cost Open Work Order Utilization Vehicle Characteristics Vehicle Cost Work Plan All

1 of 1 Find | Next

**Maintenance Asset Inquiry - Accounting Detail**

**Accounting**

Asset Id	BROOKS000097	Serial Nbr	94131064
Stock Nbr	89688968		
Item Desc	M AND U ASSETS		
Acq Cost	\$1,000.00	Acq Dt	11/01/2011
Asset Cd	K - Equipment	Deprn Cd	N - Non-Capitalized Asset
Acct Rpt Nbr		Cptl Cd	A - DoD Threshold
Deprn Exp Cd			
Task Cd		Transfer Type Cd	0 - Transfer Type Cd not required
Job Order Nbr		Trading Partner Nbr	
Fund Cd/ASN	99/	Type Fund Id	0 - Other
Dept Cd		Pgm Yr	
Basic Symbol		Subhead	
Obj Class Cd		LOA	
Fndg Cost Center		Fndg Cost Center Desc	

**Loan**

Loan Cd	G - Government Owned	Loan Notify Cd	
Loaning DODAAC/CAGE Cd		Contract Nbr	
Activity			
Acty Address 1			
Acty Address 2			
City		State	
ZIP Cd		Country Cd	
Loan Start Dt		Loan End Dt	
Mode of Shipment		Shipment Dt	
TCN			
Loan Rcvd By		Loan Rcvd Dt	

**Lease**

Lease Cd	N - Government Owned		
Activity			
Acty Address 1			
Acty Address 2			
City		State	
ZIP Cd		Country Cd	
Lease Start Dt		Lease End Dt	

**Contract**

Oblign Doc Nbr		Cntr/PO Nbr	
SPIIN		CLIN	
SLIN		ACRN	


01/06/2022 13:42 1 of 1  
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Cancel

2. Verify the Loan section.



## Help Reference Guide



3. Verify the Lease section.
4. Verify the Contract section.
5. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
6. Follow the prompts provided by the computer.

Select . The **Maintenance Asset Inquiry – Criteria** page appears.

7. OR

Select the Depreciation tab. The **Maintenance Asset Inquiry Detail – Depreciation** page appears.

### Search the Results

1. Select the empty field  Find | Next.
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — Depreciation

## Navigation

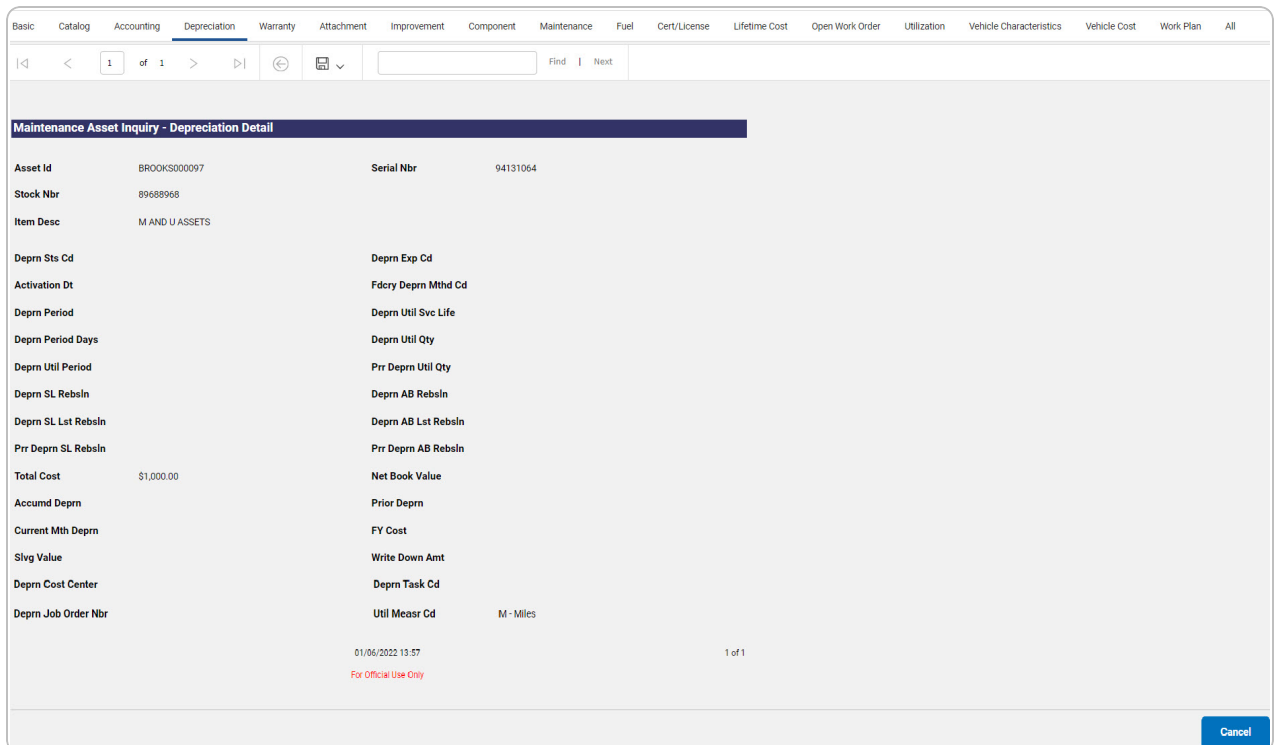
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Depreciation tab > Maintenance Asset Inquiry Detail — Depreciation page

## Procedures

### Export the Maintenance Asset Detail — Depreciation


Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page.  
**Bold** numbered steps are required.

1. **Verify the Depreciation Detail tab.**








## Help Reference Guide

2. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
3. Follow the prompts provided by the computer.

4. Select . *The **Maintenance Asset Inquiry – Criteria** page appears.*
- OR

Select the Warranty tab. *The **Maintenance Asset Inquiry Detail – Warranty** page appears.*

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





# View the Maintenance Asset Inquiry Detail — Warranty

## Navigation

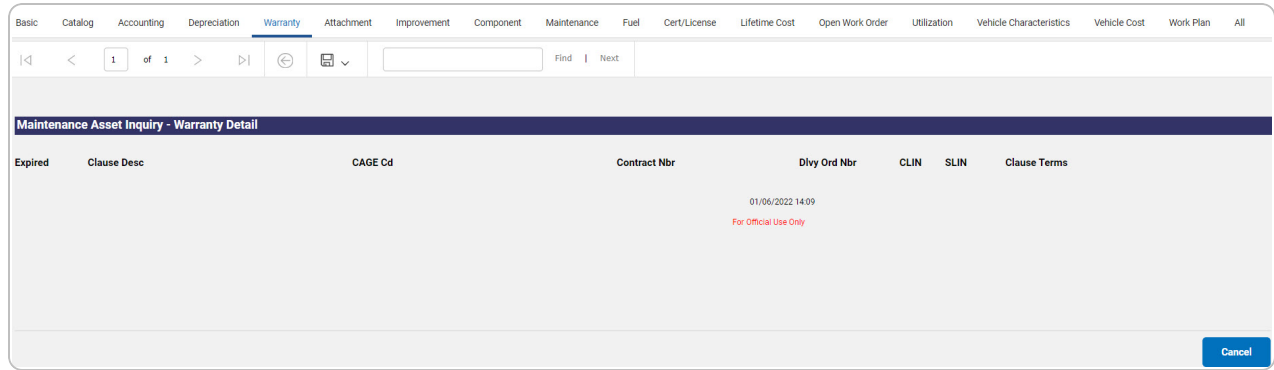
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Warranty tab > Maintenance Asset Inquiry Detail — Warranty page


## Procedures

### Export the Maintenance Asset Detail — Warranty

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Warranty Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
3. Follow the prompts provided by the computer.

Select [Cancel](#). *The **Maintenance Asset Inquiry — Criteria** page appears.*

4. OR



## Help Reference Guide

Select the Attachment tab. The **Maintenance Asset Inquiry Detail – Attachment** page appears.

### Search the Results

1. Select the empty field  Find | Next.
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





## View the Maintenance Asset Inquiry Detail — Attachment

### Overview

The Maintenance Asset Inquiry Detail — Attachment process displays the attachment record of the selected asset.

### Navigation

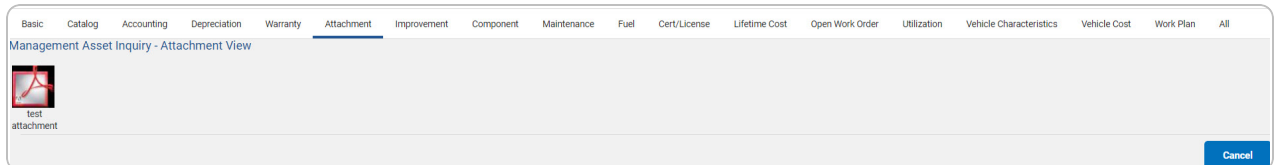
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Attachment tab > Maintenance Asset Inquiry Detail — Attachment page

### Procedures

#### View the Maintenance Asset Detail — Attachment

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Attachment Detail tab.**



2. Follow the prompts provided by the computer.

Select [Cancel](#). The **Maintenance Asset Inquiry — Criteria** page appears.

- 3.

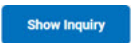
OR

Select the Improvement tab. The **Maintenance Asset Inquiry Detail — Improvement** page appears.



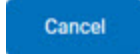
# View the Maintenance Asset Inquiry Detail – Improvement

## Navigation

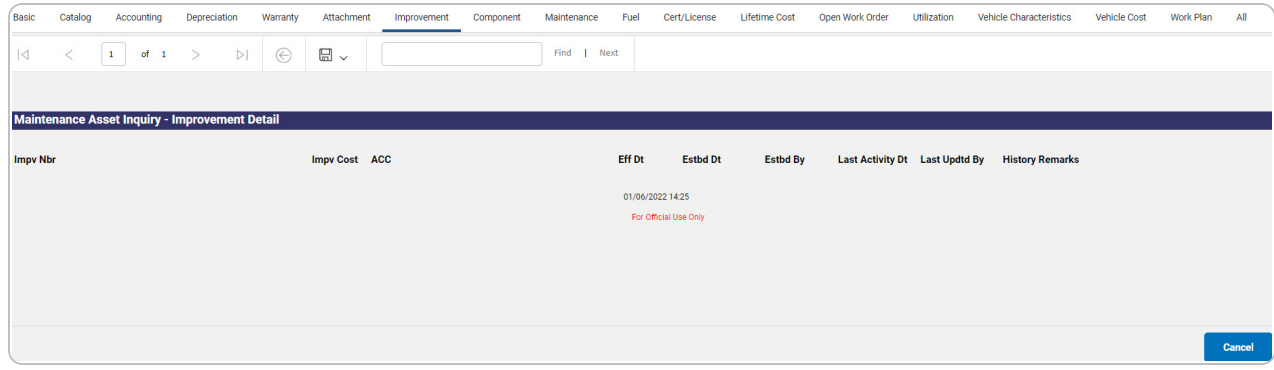
Inquiries > Maintenance > MAINT Asset > Search Criteria >  > Search Results > Asset Row hyperlink > Basic Detail > Improvement tab > Maintenance Asset Inquiry Detail – Improvement page



## Procedures

### Export the Maintenance Asset Detail – Improvement

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Improvement Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
  3. Follow the prompts provided by the computer.
  4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.
- OR



## Help Reference Guide

Select the Component tab. The **Maintenance Asset Inquiry Detail – Component** page appears.

### Search the Results


1. Select the empty field  Find | Next.
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*





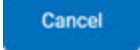
## View the Maintenance Asset Inquiry Detail — Component

### Navigation

Inquiries > Maintenance > MAINT Asset > Search Criteria >  > Search Results > Asset Row hyperlink > Basic Detail > Component tab > Maintenance Asset Inquiry Detail — Component page

### Procedures

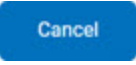
#### View the Maintenance Asset Detail — Component

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



1. *Verify the Component Detail tab.*

Basic	Catalog	Accounting	Depreciation	Warranty	Attachment	Improvement	Component	Maintenance	Fuel	Cert/License	Lifetime Cost	Open Work Order	Utilization
Management Asset Inquiry - Component View													
Asset Id	BROOKS000100												
Stock Nbr	89688968												
Loc	TAGTEST												
Serial Nbr	476134694												
Item Desc	M AND U ASSETS												
Custodian Nbr	JITC												
Loan Cd	G												
Sys Id													
Suspt Loss Sts Cd	N												
Level	1												
<input type="text" value="BROOKS000100"/>	You selected an asset with no lower assemblies												
													Cancel

2. Select . The **Maintenance Asset Inquiry – Criteria** page appears.
- OR
- Select the Maintenance tab. The **Maintenance Asset Inquiry Detail – Maintenance** page appears.



# View the Maintenance Asset Inquiry Detail — Maintenance

## Navigation

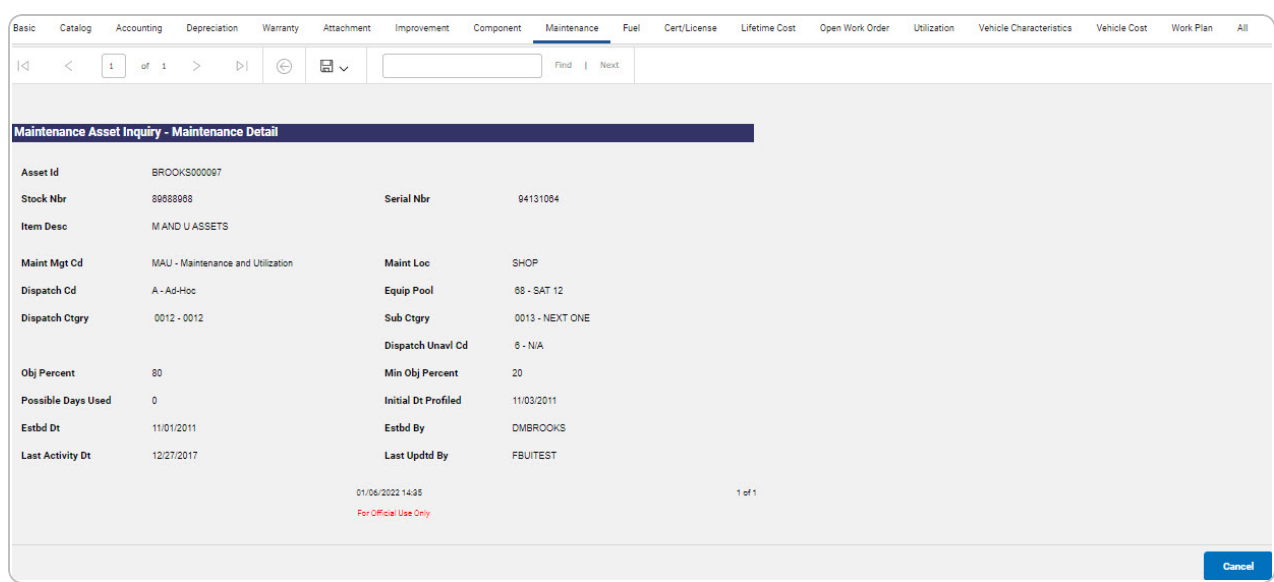
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Maintenance tab > Maintenance Asset Inquiry Detail — Maintenance page


## Procedures

### Export the Maintenance Asset Detail — Maintenance

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Maintenance Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.






## Help Reference Guide

4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.

OR

Select the Fuel tab. The **Maintenance Asset Inquiry Detail – Fuel** page appears.

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — Fuel

## Navigation

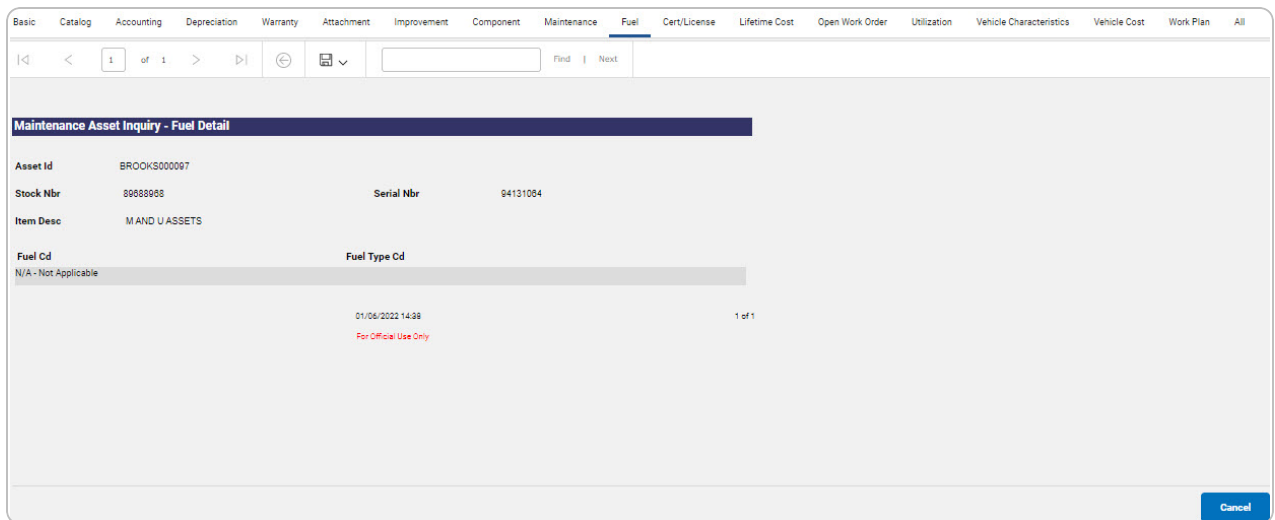
Inquiries > Maintenance > MAINT Asset > Search Criteria > **Show Inquiry** > Search Results > Asset Row hyperlink > Basic Detail > Fuel tab > Maintenance Asset Inquiry Detail — Fuel page


## Procedures

### Export the Maintenance Asset Detail — Fuel

Selecting **Cancel** at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Fuel Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
3. Follow the prompts provided by the computer.

4. Select **Cancel**. *The **Maintenance Asset Inquiry — Criteria** page appears.*



OR

Select the Cert/License tab. The **Maintenance Asset Inquiry Detail – Cert/License** page appears.

### Search the Results

1. Select the empty field  Find | Next .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — CERT/LICENSE

## Overview

The Maintenance Asset Inquiry Detail — CERT/LICENSE process displays the certification and/or license record of the selected asset.

## Navigation

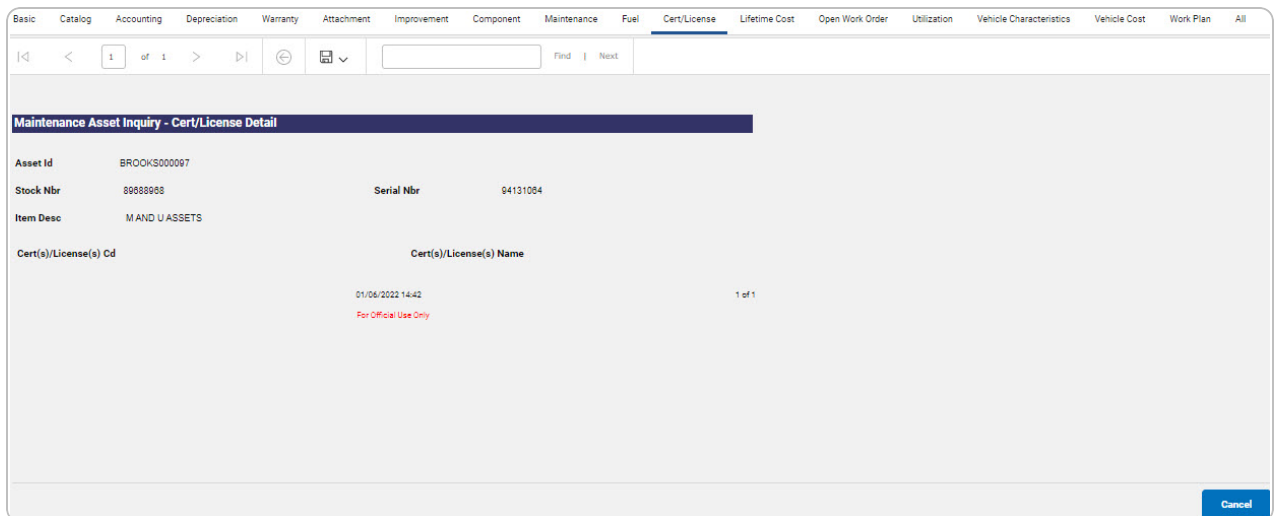
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > CERT/LICENSE tab > Maintenance Asset Inquiry Detail — CERT/LICENSE page

## Procedures

### Export the Maintenance Asset Detail — CERT/LICENSE


Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page.  
**Bold** numbered steps are required.

1. **Verify the CERT/LICENSE Detail tab.**








## Help Reference Guide

2. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
3. Follow the prompts provided by the computer.

4. Select . *The **Maintenance Asset Inquiry – Criteria** page appears.*
- OR

Select the Lifetime Cost tab. *The **Maintenance Asset Inquiry Detail – Lifetime Cost** page appears.*

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — Lifetime Cost

## Navigation

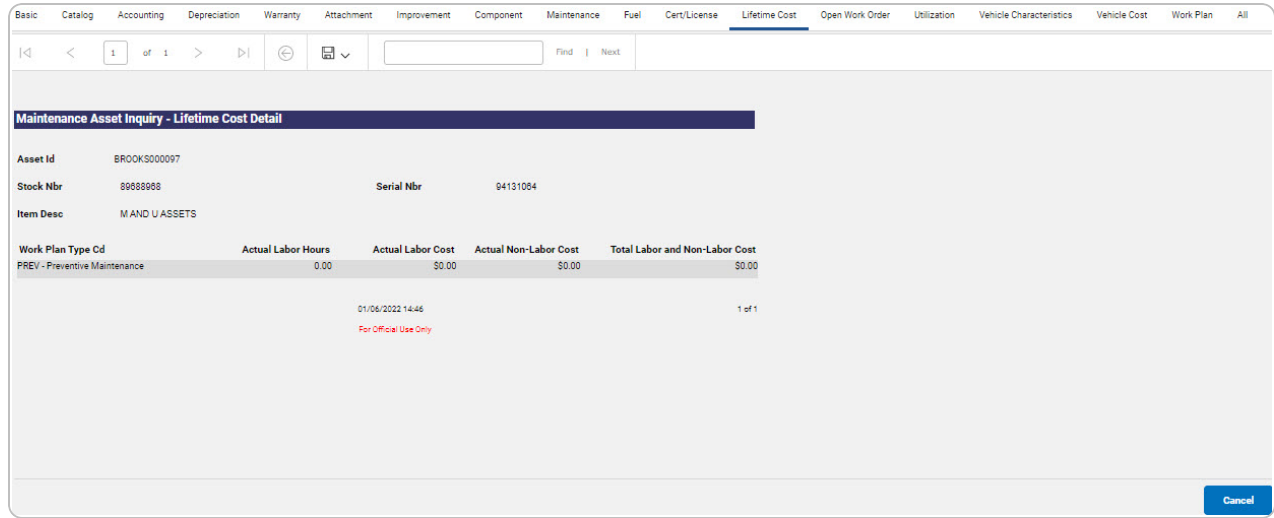
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Lifetime Cost tab > Maintenance Asset Inquiry Detail — Lifetime Cost page


## Procedures

### Export the Maintenance Asset Detail — Lifetime Cost

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Lifetime Cost Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
3. Follow the prompts provided by the computer.








## Help Reference Guide

4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.
- OR

Select the Open Work Order tab. The **Maintenance Asset Inquiry Detail – Open Work Order** page appears.

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — Open Work Order

## Overview

The Maintenance Asset Inquiry Detail — Open Work Order process displays the open work order record of the selected asset.

## Navigation

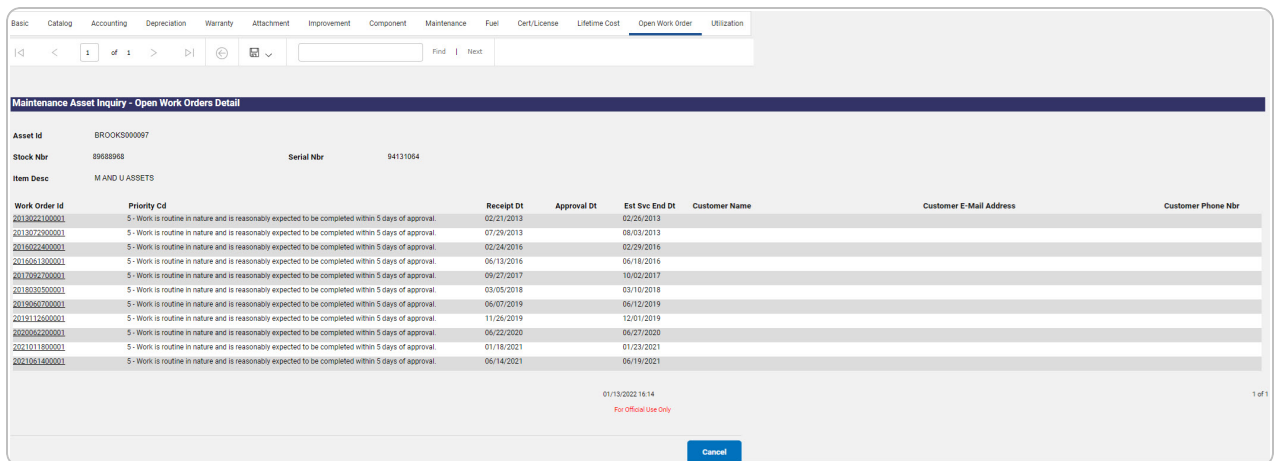
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Open Work Order tab > Maintenance Asset Inquiry Detail — Open Work Order page

## Procedures

### Export the Maintenance Asset Detail — Open Work Order

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page.  
**Bold** numbered steps are required.

1. **Verify the Open Work Order Detail tab.**



2. Select to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.



## Help Reference Guide




3. Follow the prompts provided by the computer.

Select . The **Maintenance Asset Inquiry – Criteria** page appears.

4. OR

Select the Utilization tab. The **Maintenance Asset Inquiry Detail – Utilization** page appears.

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — Utilization

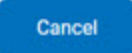
The Maintenance Asset Inquiry Detail — Utilization process displays the utilization record of the selected asset.

## Navigation

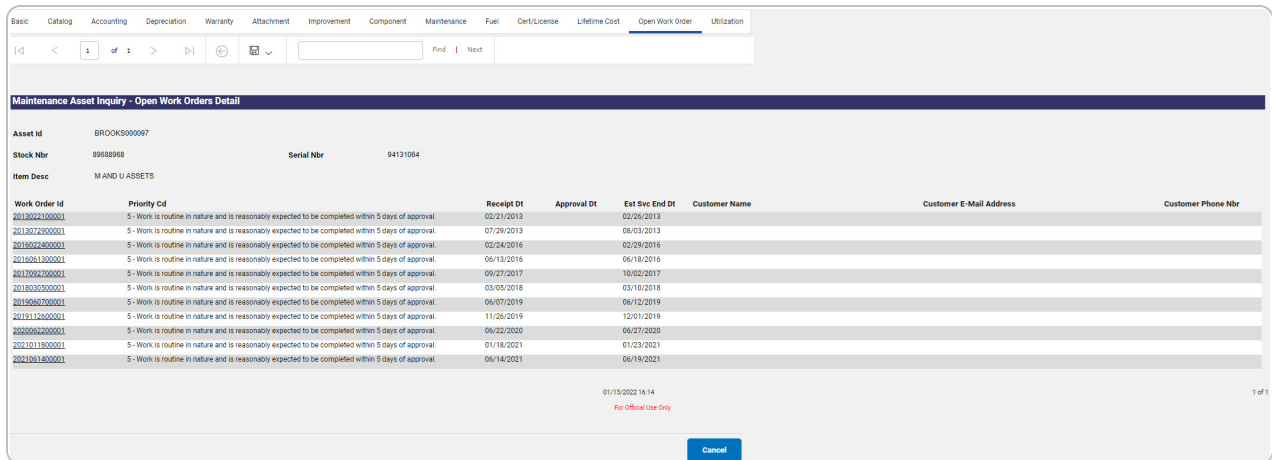
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Utilization tab > Maintenance Asset Inquiry Detail — Utilization page


## Procedures

### Export the Maintenance Asset Detail — Utilization

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

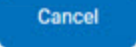
1. **Verify the Utilization Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.






## Help Reference Guide

4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.
- OR

Select the Vehicle Characteristics tab. The **Maintenance Asset Inquiry Detail – Vehicle Characteristics** page appears.

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



# View the Maintenance Asset Inquiry Detail — Vehicle Characteristics

## Navigation

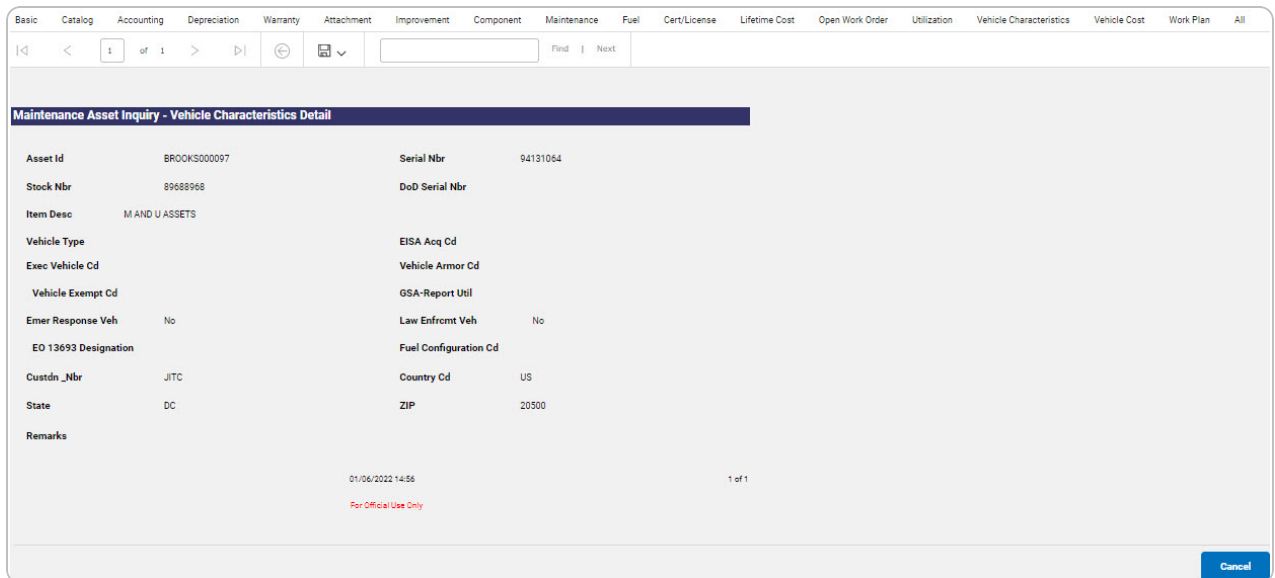
Inquiries > Maintenance > MAINT Asset > Search Criteria > [Show Inquiry](#) > Search Results > Asset Row hyperlink > Basic Detail > Vehicle Characteristics tab > Maintenance Asset Inquiry Detail — Vehicle Characteristics page


## Procedures

### Export the Maintenance Asset Detail — Vehicle Characteristics

Selecting [Cancel](#) at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

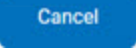
1. **Verify the Vehicle Characteristics Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). *The procedure leaves the application based on the selection made.*
3. Follow the prompts provided by the computer.






## Help Reference Guide

4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.
- OR

Select the Vehicle Cost tab. The **Maintenance Asset Inquiry Detail – Vehicle Cost** page appears.

### Search the Results

1. Select the empty field .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



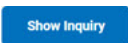


# View the Maintenance Asset Inquiry Detail – Vehicle Cost

## Overview

The Maintenance Asset Inquiry Detail – Vehicle Cost process displays the vehicle cost record of the selected asset.

## Navigation

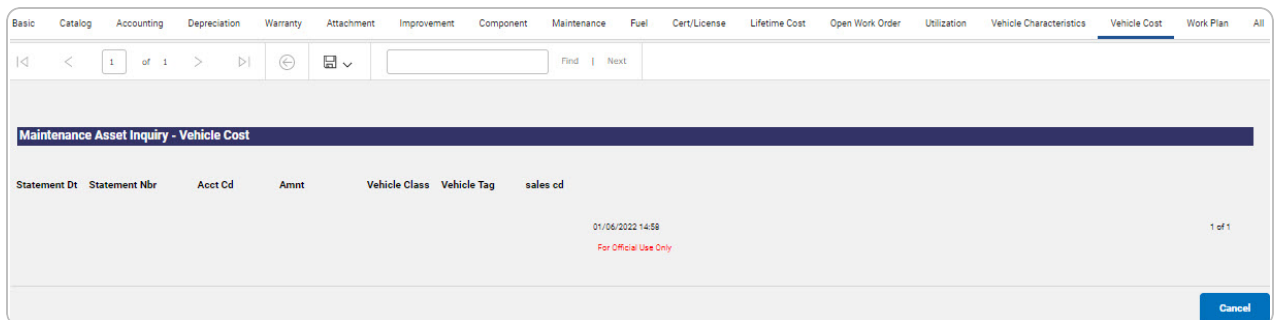
Inquiries > Maintenance > MAINT Asset > Search Criteria >  > Search Results > Asset Row hyperlink > Basic Detail > Vehicle Cost tab > Maintenance Asset Inquiry Detail – Vehicle Cost page


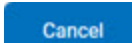
## Procedures

### Export the Maintenance Asset Detail – Vehicle Cost

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. **Verify the Vehicle Cost Detail tab.**



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.
4. Select . The **Maintenance Asset Inquiry – Criteria** page appears.



OR

Select the Work Plan tab. The **Maintenance Asset Inquiry Detail – Work Plan** page appears.

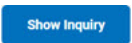
### Search the Results

1. Select the empty field  Find | Next .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*



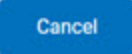
# View the Maintenance Asset Inquiry Detail — Work Plan

## Navigation

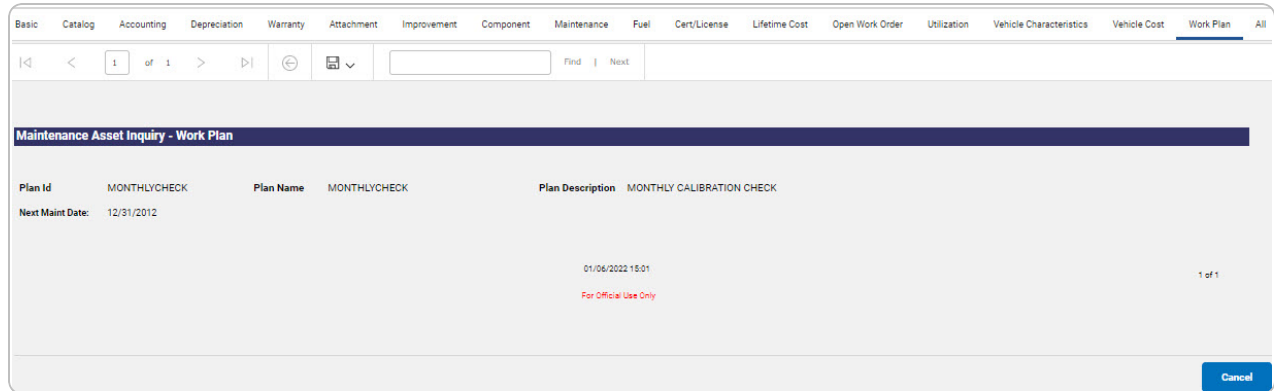
Inquiries > Maintenance > MAINT Asset > Search Criteria >  > Search Results > Asset Row hyperlink > Basic Details > Work Plan tab > Maintenance Asset Inquiry Detail — Work Plan page


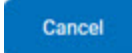
## Procedures

### Export the Maintenance Asset Detail — Work Plan

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Verify the Work Plan Detail tab.



2. Select  to choose the print format (Excel, PDF, or Word). The procedure leaves the application based on the selection made.
3. Follow the prompts provided by the computer.
4. Select . The **Maintenance Asset Inquiry — Criteria** page appears.



## Help Reference Guide

### Search the Results

1. Select the empty field  Find | Next .
2. Enter the characters or words to search. *Entries are not case sensitive.*
3. Select  to search for the entry. *The entry appears highlighted in the file.*
4. Select  to find the next matching value. *This feature is available if multiple results are found.*

