

Technical Services Excellence Audit (SEA)

Reactive Tasks Closed YTD(%)

40%

Open Tasks	1759
Closed Tasks	1149

PPM Tasks Closed YTD(%)

44%

Open PPMs	2134
Closed PPMs	1653

Closed PPMs Reviewed (%)

60%

PPMs Tasks Found	75%
PPMs Tasks Signed	45%
PPMs Tasks Filled	80%
PPMs Tasks Updated	40%
PPMs Tasks Completed	60%

PPM Tasks Observed (%)

70%

Assessment is in Place	100%
Assessment Briefed	75%
Correct PPE	100%
Completed SFG20	88%
Filled Correctly	25%
Tools And Equipment	50%
Left Clean & Tidy	50%
Signage, Lockout/Tagout	75%

Overall Performance

55%

Survey Count
4

Client Building

Name Month Day

Log Books & Testing (%)

54%

Review Fire Alarm	50%
Review Water Treatment	75%
Review Lift	25%
Review BMS	50%
Fire extinguishers Maint	75%
Review UPS & Generator	50%

Document Control & Procedures (%)

45%

Emergency Escalation Plan	50%
Rain Plan	75%
Lift Entrapment Plan	25%
Water & Power Loss Procedure	50%
Fire Alarm Procedure	50%
Emergency Evacuation Procedure	50%
Mechanical and electrical line diagrams	25%
Forward Maintenance Register	50%
Document Control	75%

House Keeping Standards (%)

69%

Plant Room(s) are clean	75%
Plant rooms are Locked	50%
Storerooms are clean	50%
Offices are clean	100%

Grooming Standards (%)

56%

Body Odour Acceptable	65%
Clean Shaven Beard Trimmed	40%
Hair Neat Tidy	50%
Wearing Correct Initial Uniform	30%
Shirt Tucked Into Trousers	60%
Black Belt Worn	75%
Black Safety Shoes Clean Polished	50%
Company ID Card Visible	75%

Date of last Fire Evacuation Drill

02/06/2024

