



FIAM: Intermodal Chassis Work Orders

Job Aid: Order a New VIN Plate

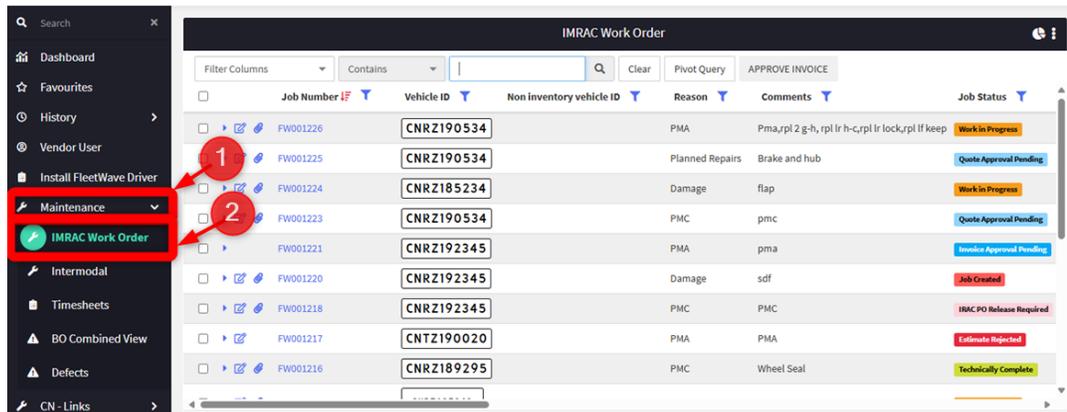
Order a New VIN Plate

This job aid provides a step-by-step guide to ordering a VIN plate from the work order screen if the plate is damaged. Following these steps will place the order in FleetWave.

Steps for Chassis Repair Vendor

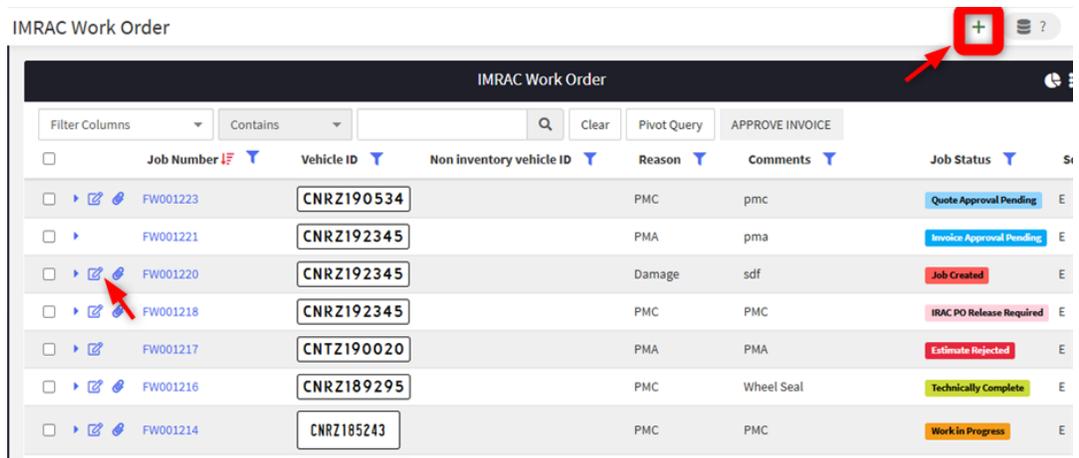
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1. Expand the **Maintenance** Module in the main menu.
2. Select the **IMRAC Work Order** topic from the expanded selection.



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2. Click on the "+" icon in the top-right corner of the page to open a new work order. Alternatively, open the work order for the chassis in **edit mode**.



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Click the "Order new VIN plate" button at the top of the page.

IMRAC Work Order

Description Notes Costs Warranty Uploads Auditing

Order new License Pla **Order new VIN Plate**

Technically Complete

Refresh Form Waiting for parts

Job Number FW001232 Contract ID CONTRACT000001

Vehicle ID CNRZ190300 Job Status Work in Progress

Reason Damage Make MAX ATLAS

Screen Internal/External External Model CCXT40533S

Depot I/M Terminal - Taschereau Model year 2013

Costcentre Monterm Eqpmt Repair

Warranty 0 Source Currency CAD

Work Order Estimate 349.99

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The system triggers an email to the appropriate manufacturer and a defect is automatically created with a low severity.

BO Combined View

Filter Columns Contains CNRZ190300 Clear Pivot Query

Defect Number	Vehicle ID	Defect Status	Notes	Severity
00000017484	CNRZ190300	REPORTED	VIN Plate Order Placed via FW001232	4

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Once the plate is received and installed, open the **BO List** in the main menu, select the BO and then click the **Release BO** button.

