



FIAM: Tire Maintenance Repairs

Job Aid: Carry Out Repairs on a Work Order and Set to 'Technically Complete' Status

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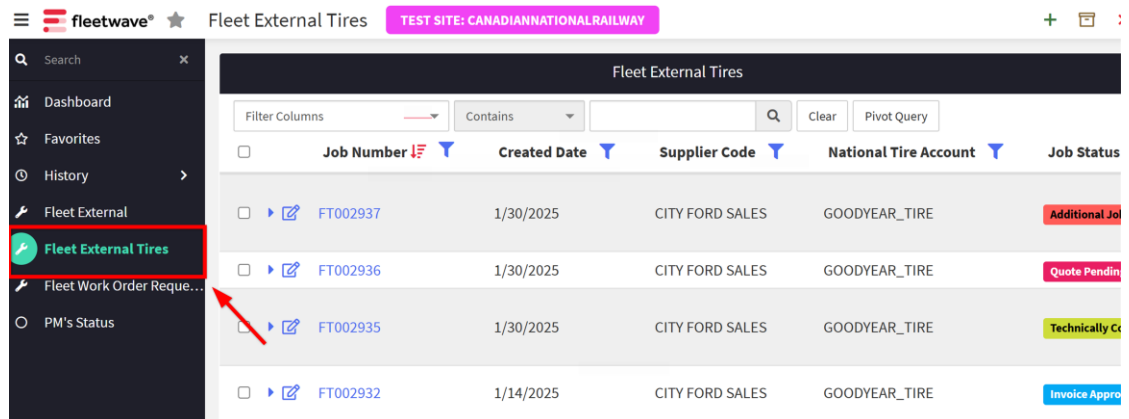
FLEET (TIRES) FLOW

Once the work on the Work Order has been completed, you must set the Work Order to a 'Technically Complete' status to signify that the work has been completed for all the detail lines.

Steps

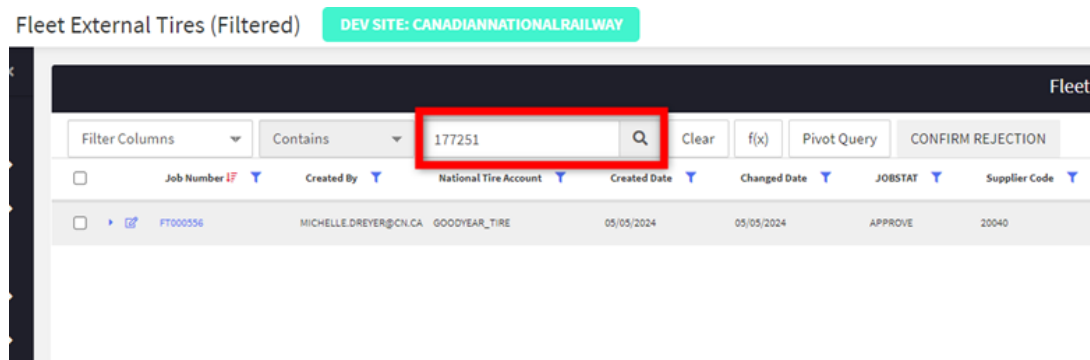
1

- Go to Fleet External Tire module on the menu bar.




2

- Use the search box to locate the unit you are working on.



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3. Open the Work Order in edit mode by selecting the paper-pencil icon .

Fleet External Tires (Filtered)

DEV SITE: CANADIANNATIONALRAILWAY

Filter Columns

Contains

177251

Q

Clear

f(x)

Pivot Query

CONFIRM REJE

☐

Job Number IF

Created By

National Tire Account

Created Date

Changed Date

JOBSTAT

Su

☐

IF

FT000556

MICHELLE.DREYER@CN.CA

GOODYEAR_TIRE

05/05/2024

05/05/2024

APPROVE

2004

4. Set the Work Order to 'Work in Progress' and complete the work required on the vehicle (see [Submit a Quote for Additional Work Post Initial Approval](#) job aid for more information on how to address additional work that requires approval).

You can save the Work Order at this point and return to it once the work has been completed and all documentation is ready to be uploaded.

Fleet External Tires

DEV SITE: CANADIANNATIONALRAILWAY

Description	Supplier Performance	Invoicing	Uploads	Warranty	Repair History	Status History	Auditing	
Work in Progress	Job Number		Job Status		Operational Status			
Refresh Form	FT000556		Quote Approved		UNAVAILABLE			
Admin Dashboard	Vehicle/Asset Type		Vehicle Status		ABC Cost Center			
2018 INTERNATIONAL WK			ACTIVE		10229 Chef De Voie St-Lambe			
Estimate Tire Quantity	Approved Tire Quantity		Tire Invoice Quantity		Cost Avoidance		Approved Total Cost	
3.00			0.00		0.00		0.00	

5

On the **Description** tab, select **Documentation Completed & Applicable Certifications Passed** and **All Work Completed** fields.

Fleet External Tires DEV SITE: CANADIAN NATIONAL RAILWAY

[Description](#) | [Supplier Performance](#) | [Invoicing](#) | [Uploads](#) | [Warranty](#) | [Repair History](#) | [Status History](#) | [Auditing](#)

Work Complete | Job Number: FT000556 | Job Status: Work in Progress | Operational Status: UNAVAILABLE | Critical Vehicle (Y/N): No

Refresh Form | Admin Dashboard | Vehicle/Asset Type: 2018 INTERNATIONAL WK | Vehicle Status: ACTIVE | ABC Cost Center: 10229 Chef De Voie St-Lambert | Days Off Road: 0.00

Estimate Tire Quantity: 2.00 | Approved Tire Quantity: 2.00 | Tire Invoice Quantity: 0.00 | Cost Avoidance: 0.00 | Approved Total Cost: 0.00 | Authorised by: Michelle Dreyer

Vehicle ID: CN177251 | Reason: Repair (Default) | Priority: Vehicle Unavailable | Odometer 1: 81573.00 | Planned: Unplanned

FMO: CARLOS PEREZ | FMO email: CARLOS.PEREZ@CN.CA

FOUNTAIN TIRE (EDMONTON) | National Tire Account: GOODYEAR | Email: | Authorisation Limit:

☒ Documentation Completed & Applicable Certifications Passed
☒ All Work Completed

Documents Complete & Work Complete boxes MUST be checked before Invoicing is possible.

Driver Name: TESTDRIVER | Driver Phone: | Contact Email: CNDRIVER@CN.CA | Depot:

**NOTE**

The documentation does not necessarily need to be uploaded at this stage, but you must confirm that it has been completed.

6

Ensure the final amount for parts quantity match what has been approved. If not, adjust the wheel positions to calculate the **Estimate Tire Quantity** and follow the approval process.

Using the fields below, please indicate each tire removed during service.

☒ Validate Selections

Left Front (1st/steer axle) ☐
 Left Rear ☐

Front

☒ All Positions

Right Front (1st/steer axle) ☒
 Right Rear ☐

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The screenshot shows the FIAM system interface. At the top, there are tabs for 'Admin Dashboard', 'Vehicle/Asset Type', 'Vehicle Status', and 'ABC Cost Center'. Below these, there are input fields for '2018 INTERNATIONAL WK', 'Vehicle ID' (CN177251), 'Odometer I' (81573.00), 'Reason' (Repair (Default)), 'Planned' (Unplanned), and 'Priority' (Vehicle Unavailable). The main section contains a table with the following data:

Estimate Tire Quantity	Approved Tire Quantity	Tire Invoice Quantity	Cost Avoidance	Approved Total Cost
2.00	2.00	0.00	0.00	0.00

7

- On the Work Order header, select **Work Complete**.

The screenshot shows the FIAM system interface. At the top, there are tabs for 'Description', 'Supplier Performance', 'Invoicing', 'Uploads', 'Warranty', 'Repair History', 'Status History', and 'Auditing'. Below these, there are input fields for 'Job Number' (FT000556), 'Job Status' (Work in Progress), 'Vehicle/Asset Type' (2018 INTERNATIONAL WK), and 'Vehicle Status' (ACTIVE). The main section contains a table with the following data:



Estimate Tire Quantity	Approved Tire Quantity	Tire Invoice Quantity	Cost Avoidance
2.00	2.00	0.00	0.00

If the System recognizes that:

- The **Documentation Completed & Applicable Certifications Passed** or **All Work Completed** fields were not checked:
 - A warning message displays to inform you that the status cannot be updated to 'Technically Complete' and you must rectify the issue.
- If the **Wheels Removed?** field is set to 'No Response':
 - The System displays a pop-up message asking you to indicate whether any wheels were removed during the job.
 - Set 'Yes' or 'No' as appropriate.

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Description	Supplier Performance	Supplier Info	Additional Charges	Invoicing	Uploads	Warranty
<div> We notice none of the work on this job has required wheel removal. Is this correct?</div>						
Wheel Removed	<div> I removed a wheel</div>					
Submit Invoice for Approval	Job Number		Job Status			
Refresh Form	FT005904		Technically Complete			
Admin Dashboard	Vehicle/Asset Type		Vehicle Status			
2016 RAM 5500			Active			
OVERDUE PMs:						



NOTE

If the System recognises that one of the detail lines had a **Wheel Removed** flag set to 'Yes', it will generate a new defect(s) with the reason '**R retorque Required**' and will set the **Defect Date**.



NOTE

The System automatically sets all detail lines on the Work Order to '**Technically Complete**' status and sets the Work Order **End Date** and **End Time** fields to now if the fields are blank. The System will not override any values already entered.