



JV Management System

Doc Number : GMJV-KeNHA-BRW-WOM039FM008

Revision : 01

Doc Type : Form

Author/Owner : Wellington Odali

Reviewed by : Maurice Ademba

Effective Date : January 2022

Review Date : January 2023

Number Pages : Page 1 of 3

Approved by : Godfrey Walala

Title: Daily Maintenance Report

Site Name

Dates/Duration

Technician Name

Systems

System
Check

X

✓

Comments/issues/observations

VOLTAGE

Electrical Systems

LINE VOLTAGE

L1-L2

L1-L3

L2-L3

PHASE

VOLTAGE

L1-N

L2-N

L3-N

PHASE & EARTH

L1-E

L2-E

L3-E

OTHER APPLIANCES

Isolators

MCCBs

Contactors

MCBs

Photocells

Scales systems

Check the following:-

Scale Accuracy

Indicator Functionality

System Grounding

External Display

Rongo Werghbridge

04/08/2022

Richard Kibira

415

416

418

240

239

239

240

241

240

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

Voltages OK

OK

OK

OK

OK

OK

OK

OK

OK

OK

X

N/A

Title: Daily Maintenance Report

Traffic control system Check the following:-	Booms functionality	X		Not installed faulty
	Traffic lights	X		N/A
	Clean cameras		✓	OK
	Network equipment		✓	OK
Generator Check the following:-	Battery Voltage		✓	13.7v
	Test run genset		✓	OK
	Fuel level		✓	Full tank
	Voltages on test run(vac)		✓	OK
	Run hours to service		✓	
	Emergency button		✓	OK
Buildings & General Maintenance Check the following:-	Power to Buildings		✓	OK
	Power to Switches		✓	OK
	Power to socket outlets		✓	OK
	Power to Bulbs		✓	OK
	Power to Floodlights		✓	OK
	Air Conditioners		✓	OK
	Leaking Roof		✓	None
	Drainage		✓	OK



GOKHAN &
MASTERSPACE
JV LIMITED

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Others				
Health, Safety & Environment				
Check the following:	Adherence to safety procedures by staff			
	Adheres to min PPE			
	Potential hazards			

✓ } Safety & PPE
will adhere to.
None

Prepared By: (Technician) Richard K. S. Ra

Sign [Signature]

Checked By: (Duty Manager) DUNCAN ENGATO

Sign [Signature]



Title: Loggers Checklist

LOGGERS CHECKLIST

Name of Technician

Richard Kisinga

Date or Duration valid

04/08/2022

Site Name

Rungu Weighbridge

LOGGER CHECK LIST	FREQ	ON/✓	OFF/X	COMMENTS
Physical Checks				
1. Check AC MCB on the LHS	D	✓		OK
2. Battery Charger Status	D	✓		OK
3. Battery charging	D	✓		OK
4. Loops CPU LED	D	✓		OK
5. Loops LEDs	D	✓		OK
6. CPU LEDs	D	✓		OK
7. Classification LEDs	D	✓		OK
8. Check cables-loops and other communication cables	D	✓		OK
9. Functionality checks	2*D			
Functional Checks				
1. Connect to Hyperterminal on Laptop	2*D			Not Connected to Hyperterminal
2. Press I to check for setup information (date, time, site name)	2*D			
3. Press Q to check loop frequencies	2*D			
4. Press lane numbers (1,2,3...) and check lane vehicle information	2*D			
check the logical reaction of the logger on each lane	2*D			
6. Log off by pressing O	2*D			

NOTES

1. While doing the functional test, have a laptop with hyperterminal software installed and a USB to serial converter
2. Ensure the outdoor housing is free of dust before locking
3. Ensure housing is properly locked after the procedure

Prepared By: (Technician)

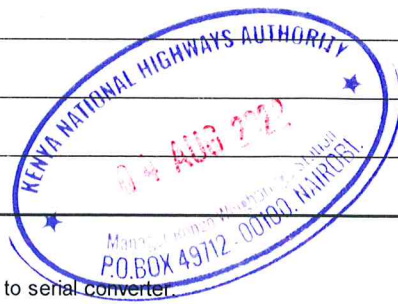
Richard Kisinga

Sign

Checked By: (Asst Weighbridge Manager)

DURAND ONG'ATO

Sign



Title: SCALE ANPR, SCALE SIDE VIEW & CCTV CAMERAS CHECK LIST

SCALE ANPR, SCALE SIDE VIEW & CCTV CAMERAS CHECKLIST

Name of Technician

Richard Kisira

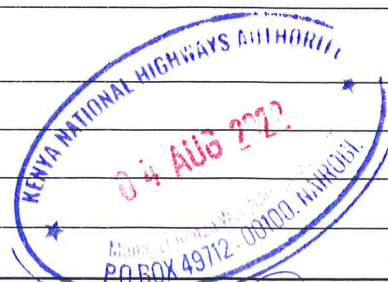
Date or Duration valid

04/08/2022

Site Name

Ranga Uprightage.

CAMERAS CHEKLIST	FREQ	✓	X	Comments
ANPR & Side View photos				
1. Check with the system administrators at the image server all cameras to ensure they are all ON	D	✓		OK
2. If all cameras are OFF check the single phase consumer unit at the weighing room for any tripped MCB	D	✓		OK
3. If the cameras are OFF randomly, check the yellow boxes at the camera pole for a tripped MCB or a faulty blue ginger PSU (check LED)	D	✓		OK
4. If blue ginger and/or circuit breaker are faulty after testing the input and output ensure they are replaced (AC circuit breaker input & output=240V while Blue ginger input AC 240V & output DC 12V)	D	✓		OK
5. If 4 above is true test the camera functionality from the server with the system admin	D	✓		OK
6. Inspect cameras' 4 port IP switches in the outdoor housing-Check that its powered, ports LED blinking, cables connected securely	W	✓		OK
7. Inspect all cameras for physical damage or misalignment	D	✓		OK
8. Inspect cameras view relative to master alignment photo.	D	✓		OK
9. If camera is misaligned after 7 above, realign the camera as required and test the view from the image server again	D	✓		OK
10. Wipe all camera view window with a clean damp cloth followed by a dry lint free cloth till the window is clean	W	✓		OK
11. Inspect the lanes next to the cameras for probable danger of knocking the poles and advise accordingly	D	✓		OK
12. Check floodlights for proper functionality-ON/OFF status as required-(Night inspection)	W	✓		OK
13. Check floodlights for proper alignment	W	✓		OK
CCTV				
1. Check at the LED monitor for ON or OFF status for all CCTV cameras	D	✓		OK
2. If any camera is OFF check the single phase consumer unit at the weigh room for any tripped MCB	D	✓		OK
3. Check BNC connectors for proper connections at the back of the DVR in case 2 above is ON and cameras are still OFF	D	✓		OK
4. Check for proper focus of each CCTV camera	W	✓		OK
5. If any camera is off focus, have a person (system admin) at the screen and yourself at the camera to adjust the focus knobs under the Redi view cameras till focus is restored.	W	✓		OK
6. Check the playback of the CCTV cameras at the DVR at different dates and time	W	✓		OK
7. Inspect the CCTV cameras for physical damage and misalignment	W	✓		OK
8. If misaligned after 6 above ensure they are correctly aligned as the per the master alignment photo	W	✓		OK
9. Wipe all camera view window with a clean damp cloth followed by a dry lint free cloth till the window is clean	W	✓		OK



NOTES

1. Use a lint free cloth to clean Camera lenses and windows
2. Use a properly functioning multimeter to measure voltage
3. Ensure you have all minimum personal protective safety gear while working at heights

Richard Kisira
DUNCAN ONSAHO



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Author/Owner : Wellington Odali

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Effective Date : January 2022

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Number Pages : Page 1 of 2

Approved by : Godfrey Walala

Title: Generator Start-Up Form

Name of Technician

Richard Kira

Date or Duration valid

04/08/2022

Site Name

Bayo Wellington

GENERATOR START UP PROCEDURE-14KVA 3PHASE TEKSAN GENERATOR

	√	X	COMMENTS
1. Ensure the emergency (RED) buttons are NOT pressed in. If pressed-in twist clockwise and the button will pop out.	✓		OK
2. Press the STOP soft key for 2 seconds to clear any old emergency status	✓		OK
3. Press the AUTO soft key till the GREEN LED appears to show the generator is on automatic standby.	✓		OK
4. In case the generator is switched off using the emergency button, follow the steps 1 to 3	✓		OK
5. Whenever the generator does not start automatically and its on AUTO standby, press the OFF soft key button then press either AUTO	✓		OK
6. When generators comes ON after procedure 5. above press the AUTO soft key	✓		OK
7. To stop the generator whenever the automatic change over does not switch it OFF use the STOP soft key not the EMERGENCY	✓		OK
8. Always ensure before locking the generator shelter that you inspect it for leakages. Follow steps 1 and finally inspect	✓		OK



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Title: Generator Start-Up Form

RESETTING THE GENERATOR AFTER SERVICE ALARMS COME ON

1. Use the programme (PGM) arrow < > soft keys to select the function on the controller screen.	✓		OK
2. Select COUNTERS screen, the first screen will show engine total hours of running, after pressing the arrow key again, the second COUNTERS screen will show Engine hours to service	✓		OK
3. If the hours (100hrs) to service request have already been achieved and the alarm lamp for service request and the hazard lamp are ON, call the service provider immediately	✓		OK
4. To enable the generator to run before the service provider is on site, clear the alarms by pressing the test lamp ☼ and the alarm ☰ soft key buttons together for 2secs till alarm ! Clears then press the STOP soft key button to clear the alarm for service request.	✓		OK
5. Press the AUTO button soft key button.	✓		OK

Prepared By: (Technician)

Richard Kizira

Sign

Checked By: (Duty Manager)

DUNCAN OGIATO

Sign

