



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		BUSIA			
Dates/Duration		03/08/2022			
Technician Name		BILLY MUGAKA			
Systems			System Check		Comments/issues/observations
			X	✓	
	VOLTAGE				
Electrical Systems	LINE VOLTAGE				} Within Range
	L1-L2	426	✓		
	L1-L3	423	✓		
	L2-L3	428	✓		
	PHASE VOLTAGE				
	L1-N	246	✓		
	L2-N	244	✓		
	L3-N	247	✓		
	PHASE & EARTH				
	L1-E	246	✓		
	L2-E	244	✓		
	L3-E	247	✓		
	OTHER APPLIANCES				
	Isolators		✓		
MCCBs		✓			
Contactors		✓			
MCBs		✓			
Photocells		✓			
Scales systems Check the following:-	Scale Accuracy		✓		} Accurate
	Indicator Functionality		✓		
	System Grounding		✓		Well grounded
	Remote Display Unit		✓		
				✓	



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 2 of 3

Approved by : Godfrey Walala

Title: Daily Maintenance Report

Traffic control system Check the following:-	Booms functionality	X		Arms to be not mounted.
	Traffic lights		✓	} okay
	Clean cameras		✓	
	Network equipment		✓	
Generator Check the following:-	Battery Voltage		✓	12.7 VDC
	Test run genset		✓	OK
	Fuel level		✓	3/4 Full
	Voltages on test run(vac)		✓	L-L, 415V, L-N, 240V
	Run hours to service		✓	9.2 hrs
	Emergency button		✓	OK
Buildings & General Maintenance Check the following:-	Power to Buildings		✓	} okay
	Power to Switches		✓	
	Power to socket outlets		✓	
	Power to Bulbs		✓	
	Power to Floodlights		✓	
	Air Conditioners	X		COPAC needs a compressor replacement
	Leaking Roof	X		None
	Drainage		✓	OK



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 3 of 3

Approved by : Godfrey Walala

Title: Daily Maintenance Report

Others		x	None
Health, Safety & Environment			
Check the following:	Adherence to safety procedures by staff	✓	Adhered to
	Adheres to min PPE	✓	
	Potential hazards	x	None


repared By: (Technician) BILLY MOGAKA

Sign

hecked By: (Duty Manager) Ongando Marmulop

Sign



	JV Management System	Doc Number : GMJV-KeNHA-BRW-WOM039FM004 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 1 Approved by : Godfrey Walala
	Title: HSWIM Check List	

HSWIM CHECK LIST

Name of Technician

BILLY MOGAKA

Date or Duration valid

03/08/2022

Site Name

BUSIA

PHYSICAL & SYSTEM CHECKS	FREQ	✓	X	COMMENTS
1. Check on the functionality of Weighing Sensors	D	✓		} okay
2. Check on the functionality of Loops	D	✓		
3. Check on the functionality of MSI Position Sensors	D	✓		
4. Check on the functionality of ANPR cameras	D	✓		
5. Check on the functionality of Overview Cameras	D	✓		
6. Check on the alignment of ANPR and Overview Cameras	D	✓		
7. Check on the functionality of gantry floodlights	D	✓		Additional lights needed
8. Check whether HSWIM parameters are transmitted and viewed at the Directing Office.	D	✓		} okay
9. Check on the state of Grounding and Lightening Arrestors	D	✓		
10. Check on the Physical State of HSWIM Equipment	D	✓		} okay
i) Check cables are intact and well terminated and not exposed	D	✓		
ii) Check on the grouting status of the sensors	M	✓		} 3 bollards broken.
iii) Check on the physical state of the gantry (ensure it is not knocked/damaged)	D	✓		
iv) Check on the state of gantry protection (bollards)	D	✓		} okay
v) Check cable routing (pipes, sleeves and ducts) are secure and not flooded with water	D	✓		
vi) Check whether silt/soil has accumulated at the sensor area	D	✓		} okay
vii) Check drainage around the sensor area to ensure it is not flooded.	D	✓		
11. Check on the white box components	D	✓		} okay
i) Check on the functionality and physical state of Breakers, Connectors, PLCs, Network Switches, Power Supply and cable termination.	D	✓		
*Gantry Cameras to be cleaned and aligned monthly	M	✓		

Prepared By: (Technician) BILLY MOGAKA Sign [Signature]

Checked By: (Duty Manager) Wanyanda Maamilor Sign [Signature]





JV Management System

Doc Number : GMJV-KeNHA-BRW-WOM039FM007
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 1
Approved by : Godfrey Walala

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

SCALE ANPR, SCALE SIDE VIEW & CCTV CAMERAS CHECKLIST

Name of Technician

BILLY MOGAKA

Date or Duration valid

03/08/2022

Site Name

BUSIA

CAMERAS CHECKLIST	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	✓		} Okay
2. If all cameras are OFF check the single phase consumer unit at the weighing room for any tripped MCB	D	✓		
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	✓		
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	✓		
5. If 4 above is true test the camera functionality from the server with the system admin	D	✓		
6. Inspect cameras' 4 port IP switches in the outdoor housing-Check that its powered, ports LED blinking, cables connected securely	W	✓		
7. Inspect all cameras for physical damage or misalignment	D	✓		
8. Inspect cameras view relative to master alignment photo.	D	✓		
9. If camera is misaligned after 7 above, realign the camera as required and test the view from the image server again	D	✓		
10. Wipe all camera view window with a clean damp cloth followed by a dry lint free cloth till the window is clean	W	✓		
11. Inspect the lanes next to the cameras for probable danger of knocking the poles and advise accordingly	D	✓		
12. Check floodlights for proper functionality-ON/OFF status as required- (Night inspection)	W	✓		
13. Check floodlights for proper alignment	W	✓		
CCTV				
1. Check at the LED monitor for ON or OFF status for all CCTV cameras	D	✓		} Okay
2. If any camera is OFF check the single phase consumer unit at the weigh room for any tripped MCB	D	✓		
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	✓		
4. Check for proper focus of each CCTV camera	W	✓		
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	✓		
6. Check the playback of the CCTV cameras at the DVR at different dates and time	W	✓		
7. Inspect the CCTV cameras for physical damage and misalignment	W	✓		
8. If misaligned after 6 above ensure they are correctly aligned as the per the master alignment photo	W	✓		
9. Wipe all camera view window with a clean damp cloth followed by a dry lint free cloth till the window is clean	W	✓		

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





JV Management System

Doc Number : GMJV-KeNHA-BRW-WON039FM002

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 2

Approved by : Godfrey Walala

Title: Generator Start-Up Form

Name of Technician

BILLY MOGAHA

Date or Duration valid

03/08/2022

Site Name

BUSIA

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.	✓		Done ? Working correctly
2. Press the STOP soft key for 2 seconds to clear any old emergency status	✓		
3. Press the AUTO soft key till the GREEN LED appears to show the generator is on automatic standby.	✓		
4. In case the generator is switched off using the emergency button, follow the steps 1 to 3 again	✓		
5. Whenever the generator does not start automatically and its on AUTO standby, press the OFF soft key button then press either AUTO or MANUAL soft key button	✓		
6. When generators comes ON after procedure 5. above press the AUTO soft key button	✓		
7. To stop the generator whenever the automatic change over does not switch it OFF use the STOP soft key not the EMERGENCY button	✓		
8. Always ensure before locking the generator shelter that you inspect it for leakages. Follow steps 1 and finally inspect the cables	✓		



JV Management System

Doc Number : GMJV-KENHA-BRW-WOM039FM002

Revision : 01

Doc Type : Form

Author/Owner : Wellington Odali

Reviewed by : Maurice Ademba

Effective Date : January 2022

Review Date : January 2023

Number Pages : Page 2 of 2

Approved by : Godfrey Walala

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.	✓		
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 request	✓		
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	✓		
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.	✓		
5. Press the AUTO button soft key button.	✓		

Done & working correctly

Prepared By: (Technician) BILLY MOGAKA

Sign [Signature]

Checked By: (Duty Manager) Ogendo Mamilor

Sign [Signature]

