

# Work Order Report

## CNC Machine Maintenance

LXH/WS01/121325/151

Main Work Site - 26 December 2025 04:32 PM



Total Steps	Completion Time	Deadline Time
7	<b>26 December 2025 04:32 PM</b>	<b>16 December 2033 12:00 AM</b>

### Creator

No	Name	Email	Phone Number
1.	<b>Adrian Cole</b> Super Admin	test@gmail.com	-

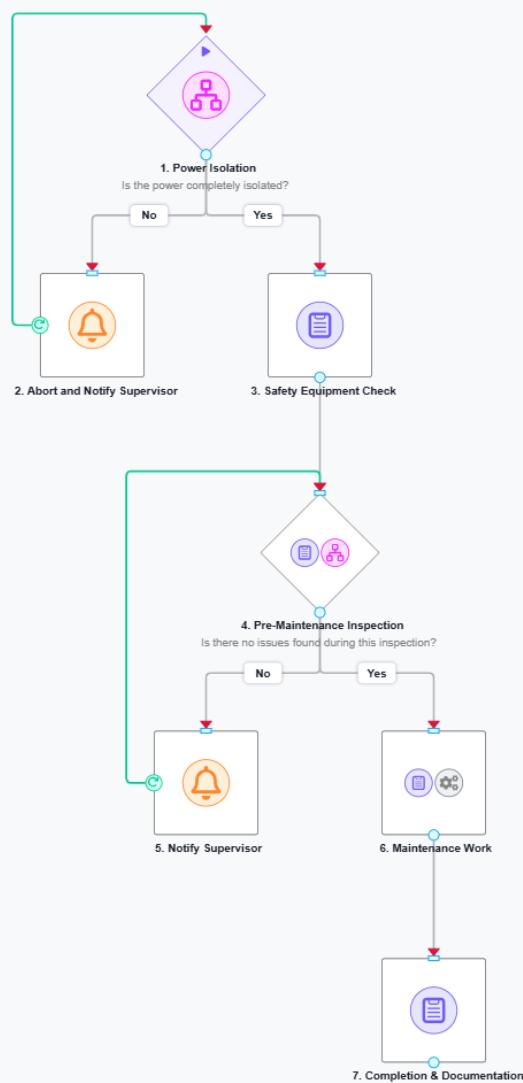
### Assignees

No	Name	Email	Phone Number
1.	<b>Natalie Arden</b> Admin - 234-005	testAdmin@gmail.com	-
2.	<b>Marcus Henderson</b> Member - 234-002-008	leketekmuji@dunkos.xyz	-
3.	<b>Dylan Reeves</b> Admin - 234-002-92	lekipolmila@dunkos.xyz	-
4.	<b>Oliver Grant</b> Member - 555-0987	royfast@dunkos.xyz	-

### Notified Members

No	Name	Email	Phone Number
1.	<b>Riley Porter</b> Admin - 234-001	qertybi41053@kytstore.com	-

## Work Flow



## Executed Steps

1. Power Isolation	Completed	Condition
3. Safety Equipment Check	Completed	Form
4. Pre-Maintenance Inspection	Completed	Form  Condition
6. Maintenance Work	Completed	Form  Machine
7. Completion & Documentation	Completed	Form

## Skipped Steps

2. Abort and Notify Supervisor ➡ Skipped

Notify 

5. Notify Supervisor ➡ Skipped

Notify 

## 1. Power Isolation

Completed



### Assigned to :



**Natalie Arden**

Admin - 234-005



**Marcus Henderson**

Member - 234-002-008

### Submission - 1

#### Submitted by:



**Natalie Arden**

Admin - 234-005

#### Completion Time:

December 13th 2025, 08:55 PM

### Condition

#### Condition Question :

Is the power completely isolated?

#### Selected Option :

Yes



## 3. Safety Equipment Check

Completed

## Assigned to :

**Natalie Arden**

Admin - 234-005

**Dylan Reeves**

Admin - 234-002-92

**Oliver Grant**

Member - 555-0987

## Submission - 1

## Submitted by:

**Natalie Arden**

Admin - 234-005

## Completion Time:

December 13th 2025, 08:55 PM

## Form

## 1. Is all the team member present?

 Yes No

## 2. Please check all safety equipment before proceeding

 Safety Googles Insulated Gloves Voltage Tester Insulating Mats



## 4. Pre-Maintenance Inspection

Completed

Assigned to :



Natalie Arden

Admin - 234-005

### Submission - 1

Submitted by:



Natalie Arden

Admin - 234-005

Completion Time:

December 13th 2025, 08:55 PM

### Form

1. Are all safety interlocks in place?

Yes

No

2. Are all guards installed correctly?

Yes

No

3. Emergency stop functionality checked?

Yes

No

### Condition

● Condition Question :

Is there no issues found during this inspection?

● Selected Option :

Yes





## 6. Maintenance Work

Completed

Assigned to :



Natalie Arden

Admin - 234-005

### Submission - 1

Submitted by:



Natalie Arden

Admin - 234-005

Completion Time:

December 13th 2025, 08:56 PM

### Form

1. Was there any issues found when disconnecting the main power supply? if so please describe it

No

### Assigned Machines

No	Machine	Machine ID	Model	Serial Number
1.	CNC Machine	Machine-003	L9000-EMTV1	-

### Inspection Form :

#### ● CNC Machine Inspection

**1. Is the machine properly isolated from power?**

Yes

No

**2. Are emergency stops functioning correctly?**

Yes

No

**3. Are all guards and safety interlocks in place?**

Yes

No

**4. Are control panels clean and free of damage?**

Yes

No

**5. Are coolant levels and quality acceptable?**

Yes

No

Enable Machine QR/UID Verification 

## 7. Completion & Documentation

 Completed



Assigned to :



Natalie Arden

Admin - 234-005

### Submission - 1

Submitted by:



Natalie Arden

Admin - 234-005

Completion Time:

December 13th 2025, 08:57 PM

### Form

1. Are all tools, materials, and debris removed from the work area?

Yes

No

2. Provide any additional observations or issues found during maintenance.

There was no issues

## 2. Abort and Notify Supervisor

▶ Skipped



### Assigned to :



**Natalie Arden**

Admin - 234-005

### Notify

#### ● Notified to :



**Riley Porter**

Admin - 234-001

#### ● Notification Message :

CNC Machine Power is not isolated for maintenance

## 5. Notify Supervisor

▶ Skipped



### Assigned to :



**Natalie Arden**

Admin - 234-005

### Notify

#### ● Notified to :



**Riley Porter**

Admin - 234-001

#### ● Notification Message :

There is an issue when running CNC Machine maintenance!

## Audit Logs

1.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> created a new report titled " <b>CNC Machine Maintenance</b> ". 26 Dec 2025, 16:21
2.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> created a new report titled " <b>CNC Machine Maintenance</b> ". 13 Dec 2025, 20:57
3.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> has <b>completed</b> the work order named: " <b>CNC Machine Maintenance</b> ". 13 Dec 2025, 20:57
4.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> Step " <b>Completion &amp; Documentation</b> " was <b>completed</b> by <b>Natalie Arden</b> . 13 Dec 2025, 20:57
5.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> Step " <b>Maintenance Work</b> " was <b>completed</b> by <b>Natalie Arden</b> . 13 Dec 2025, 20:56
6.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> Inspection Form " <b>CNC Machine Inspection</b> " for Machine " <b>CNC Machine</b> " in Step " <b>Maintenance Work</b> " has been answered by <b>Natalie Arden</b> . 13 Dec 2025, 20:56
7.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> Step " <b>Pre-Maintenance Inspection</b> " was <b>completed</b> by <b>Natalie Arden</b> . 13 Dec 2025, 20:55
8.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> Step " <b>Safety Equipment Check</b> " was <b>completed</b> by <b>Natalie Arden</b> . 13 Dec 2025, 20:55
9.	 <b>Natalie Arden</b> Admin - 234-005	<b>Natalie Arden</b> Step " <b>Power Isolation</b> " was <b>completed</b> by <b>Natalie Arden</b> . 13 Dec 2025, 20:55
10.	 <b>Adrian Cole</b> Super Admin	<b>Adrian Cole</b> Updated status of Work Order: " <b>CNC Machine Maintenance</b> " to <b>Ongoing</b> 13 Dec 2025, 01:22
11.	 <b>Adrian Cole</b> Super Admin	<b>Adrian Cole</b> Created Work Order: " <b>CNC Machine Maintenance</b> " 13 Dec 2025, 01:22