



GMF AeroAsia
GARUDA INDONESIA GROUP



BRAND NEW DATABASE 2017

INTERNAL OCCURRENCE REPORT



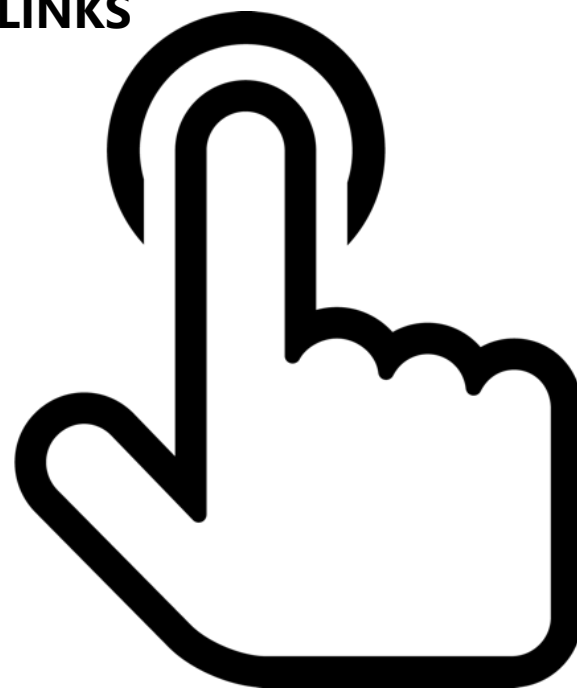
ADDRESS

http://apps.gmf-aeroasia.co.id/app_ior/

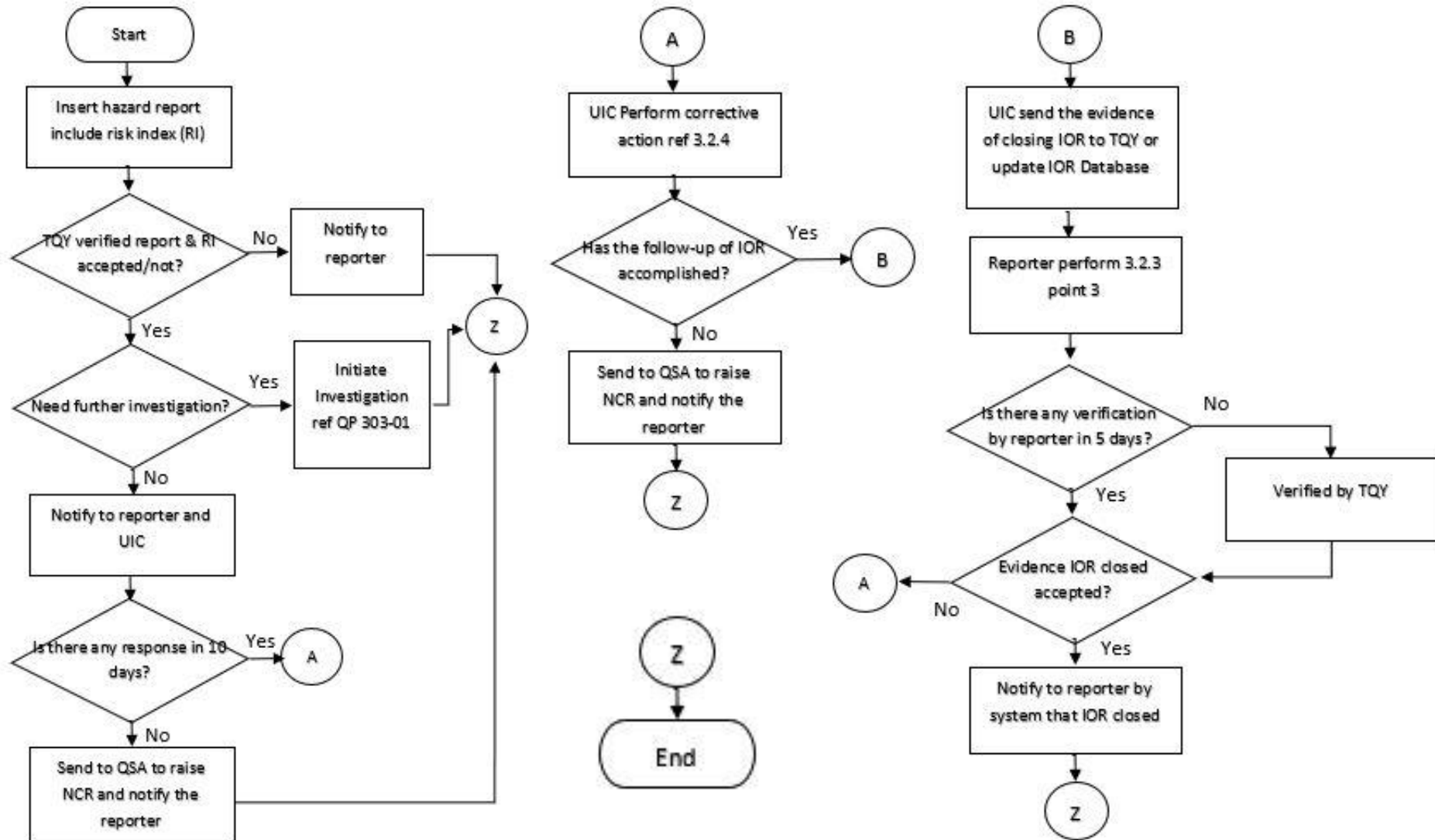
OR you can access it on:

gmfaeroasia365.sharepoint.com at **QAS USEFUL LINKS**

Internal Occurrence Report (IOR)



Flowchart





Browser Supported



Firefox
50.0 or
newer



Chrome
50.0 or
newr



Edge 31.0
or newer



Mobile
Phone for
Android
or IOS



Safari 9
or newer




Internet
Explorer
9 or
newer



Login Page

LDAP Open connection start

IOR SYSTEM

 Jakarta, Cengkareng, 26 °C

[About](#)

[Contact](#)



[Employee Login](#) ▶ [Guest Report](#)

Login

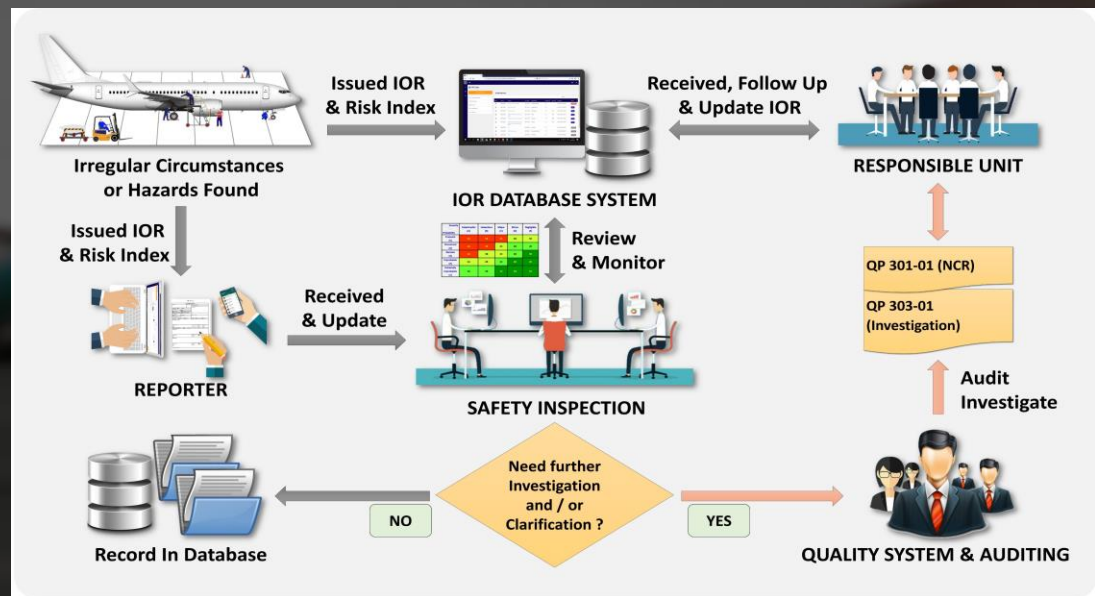
Username/No.Peg

582304

Password

••••••

[Log In](#)



Login menggunakan username dan password notebook


Home


IOR




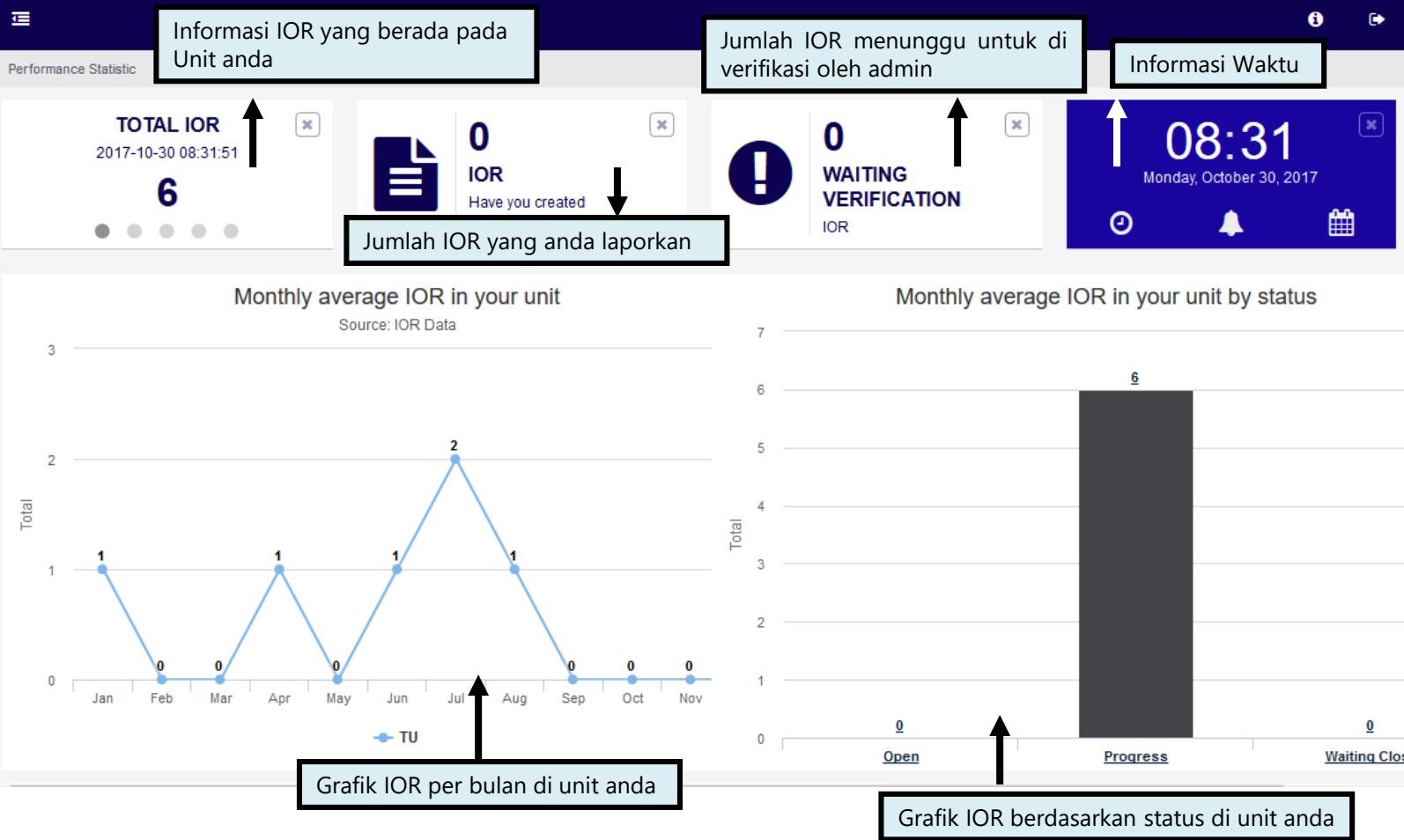
User 4
user4
Unit : TU

Navigation


 Home

 IOR Data

 Report



IOR Data







User 4
user4
Unit : TU

Navigation

- Home
- IOR Data**
- Report

IOR Data

 CREATE IOR

-  IOR Received
-  IOR Send
-  Non IOR

Informasi status IOR

- Nama profil anda
- Nomor pegawai anda
- Unit anda bekerja

Foto profil anda

Menu untuk membuat IOR

Jumlah IOR yang diterima

Jumlah IOR yang dikirim

Jumlah IOR yang tidak termasuk IOR

Open

OVERDUE

Closed

Waiting Close

Progress

NCR

Status IOR sudah di verifikasi admin dan menunggu progress UIC

Status IOR sudah lewat dari batas waktu yang ditentukan (Respons & Follow Up)

Status IOR sudah selesai dikerjakan

Status IOR menunggu konfirmasi "Close" dari reporter/admin

Status IOR sudah diterima dan sedang dikerjakan oleh UIC

Status IOR telah berubah menjadi NCR karena sudah melebihi batas waktu




REPORTER SCREEN



Create IOR

IOR



User 4
user4
Unit : TU

Navigation

- Home
- IOR Data
- Report

IOR Data

CREATE IOR

IOR Received

IOR Send

Non IOR

Kolom keterangan IOR yang menyatakan ketidakjelasan referensi prosedur

Lampiran dokumen untuk menunjang IOR Max. 10Mb

Level type kejadian berdasarkan Part of Aircraft

Indeks resiko untuk identifikasi hazard yang menyatakan Probability dan Severity

Judul kejadian yang dilaporkan melalui IOR

Kolom tujuan IOR (Unit/Dinas)

To: -

Subject:

Category: -

Ambiguity: No

Attachments Browse

Level.Type: Nothing sel

Risk.Index: Click Here

Descriptions:

Max character is 1400

Detail deskripsi kejadian

kolom checklist untuk menyembunyikan identitas pelapor

Hide.Reporter ☐

Referensi yang digunakan ketika melaporkan IOR

Reference:

Detail dari sub kategori yang dipilih

Sub.Category: - Set Category first -

Tanggal kejadian

Occ.Date: 📅

Sub Kategori untuk detail kejadian

Kategori IOR yang dilaporkan

Estimasi waktu IOR dinyatakan telah selesai terhitung sejak IOR dilaporkan

Estimated.Finish: 📅 2017-11

Tombol untuk mengirim IOR

Send

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Risk Index

IOR

Probability of occurrence

Search:

| Qualitative | Meaning | Value | |
|----------------------|---|-------|------------------------------|
| Frequent | •Likely to occur many times (has occurred frequently) •1 (One) occurrence per month | 5 | <input type="radio"/> Select |
| Occasional | •Likely to occur many times (has occurred in frequently) •1 (One) occurrence per 3 (three) month | 4 | <input type="radio"/> Select |
| Remote | •Unlikely, but possible t occur (has occurred rarely) •1 (One) occurrence per 6 (six) month | 3 | <input type="radio"/> Select |
| Improbable | •Very unlikely to occur (not known to have occurred) •1 (One) occurrence per 9 (nine) month | 2 | <input type="radio"/> Select |
| Extremely improbable | •Almost inconceivable that the event will occur •No occurrence in one year | 1 | <input type="radio"/> Select |

Severity of occurrence

Search:

| Aviation | Meaning | Value | |
|--------------|---|-------|------------------------------|
| Negligible | ✓ Little consequences ✓ No injury | E | <input type="radio"/> Select |
| Minor | ✓ Nuisance, ✓ Operating limitations , use of alternate procedures, or minor incident | D | <input type="radio"/> Select |
| Major | ✓ A significant reduction in safety margins, a reduction in the ability of the operators to cope with adverse operating conditions as a result of | C | <input type="radio"/> Select |
| Hazardous | ✓ A large reduction in safety margins, physical distress or a workload such that the operator can not be relied upon to perform their tasks | B | <input type="radio"/> Select |
| Catastrophic | ✓ Multiple fatalities ✓ Loss of the article | A | <input type="radio"/> Select |

Submit

Menu pilihan *probability of Occurrence* untuk melakukan identifikasi hazard secara kualitatif

Menu pilihan *Severity of Occurrence* untuk melakukan identifikasi hazard

Send

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IOR SEND

✈ IOR Send

Menu untuk mencari IOR

Nomor IOR

Judul IOR

Tanggal kejadian IOR

Nama pelapor IOR

Responsible Unit IOR

Search:



| Action | IOR.No | Subject | Occ.Date | Reported.By | Reported.To | Next.Unit | Entry.Date | Status |
|--------|-------------|---|---------------------|------------------|-------------|-----------|---------------------|----------------------|
| | 114/10/2017 | Test IOR X | 2017-10-25 10:41:35 | Triawan Ramadhan | TQD | | 2017-10-26 10:41:35 | Waiting Verification |
| | 113/10/2017 | Test case IOR 3 (Open) | 2017-10-26 09:21:46 | Triawan Ramadhan | TQY | | 2017-10-26 09:21:46 | Open |
| | 12/10/2017 | Test case IOR 4 (Overdue) | 2017-10-01 09:12:16 | Triawan Ramadhan | TQD | TQD | 2017-10-26 09:12:16 | Progress |
| | 11/10/2017 | Test case IOR 3 (Close) | 2017-10-26 09:09:10 | Triawan Ramadhan | TQY | TQD | 2017-10-26 09:09:10 | Closed |
| | 110/10/2017 | Test case IOR 2 (Waiting Close) | 2017-10-26 08:36:37 | Triawan Ramadhan | TQD | TQD | 2017-10-26 08:36:37 | Waiting Close |
| | 109/10/2017 | Test case IOR 1 | 2017-10-26 08:34:10 | Triawan Ramadhan | TQD | TQD | 2017-10-26 08:34:10 | Progress |
| | 108/09/2017 | Difference Damage Category (Order 801834339) PK-CMO | 2017-09-15 14:50:09 | Triawan Ramadhan | TQ | | 2017-09-27 14:50:09 | NCR |

Menu print form ior dengan format .pdf

Responsible Unit baru setelah IOR dilakukan Follow on

Tanggal IOR dilaporkan

Status IOR saat ini

Previous 1 Next

Showing 1 to 7 of 7 entries

IOR Need Verification

IOR Description

IOR.Number : 114/10/2017
Subject : Test IOR X
Send.To : TQD
Reff : ABCD
Category : COMPANY PROCEDURE
Sub.Category : QP
Risk.Index : 5C
Description : Test IOR X

Informasi sesuai dengan
Create IOR


Status IOR saat ini

Status : **NEED VERIFICATION**

Time.Response **31 October 2017**

04 days 09:27:17 Left

Batas waktu IOR di
response oleh admin

Attachment : [c1b87d7ebdaadc8e32ffa6dda13d4396.jpg](#) 

Lampiran sesuai dengan Create IOR

Follow.Desc

Follow.By

Next.Unit

Est.Finish

Follow.Date

No data available in table

Showing 0 to 0 of 0 entries

Tabel Follow on: Ketika IOR telah berpindah responsible unit
dan atau mendapatkan feedback dari UIC

IOR Waiting Close

?

Is this ior already solved?

You can give the reason if this ior is not clear or already clear

YES CLOSE

STILL NOT

CANCEL

Menu pilihan setelah tombol "Close IOR" ditekan, untuk menentukan apakah IOR sudah "Acceptable"

IOR Description

+ CLOSE IOR

IOR.Number

Subject

Description

Status

Est.Finish

Attachment

This is only description test for status Waiting Close IOR

Waiting Close

: 15 November2017

17 days 09:24:59 Left

No data available in table

Follow.Desc

Follow.By

Next.Unit

Est.Finish

Follow.Date

no need 5 days and its has been clear

USER 4 (TQD)

-

-

2017-10-26 08:38:08

Read More

I will process and need 5 days

USER 4 (TQD)



2017-11-15

2017-10-26 08:37:32

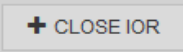
Read More

Showing 1 to 2 of 2 entries

IOR Waiting Close




IOR Description


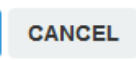


Menu pilihan setelah tombol "Yes Close" ditekan, untuk konfirmasi bahwa IOR telah "Acceptable" disertai dengan keterangan.

IOR.Number :
Subject : Test case IOR 2 (Waiting Close)

 Give your close reason

Reason

Description This is only description test for status Waiting Close IOR

Status : Waiting Close



Est.Finish : 15 November 2017 17 days 09:24:46 Left

Attachment No data available in table

| Follow.Desc | Follow.By | Next.Unit | Est.Finish | Follow.Date |
|--|--------------|-----------|------------|---------------------|
| no need 5 days and its has been clear Read More | USER 4 (TQD) | - | - | 2017-10-26 08:38:08 |
| I will process and need 5 days Read More | USER 4 (TQD) | | 2017-11-15 | 2017-10-26 08:37:32 |

Showing 1 to 2 of 2 entries

IOR Waiting Close



IOR Description

+

CLOSE IOR

IOR.Number : 1

Subject : Test case IOR 2 (Waiting Close)

?

Still not close reason

Reason

SUBMIT

CANCEL

Menu pilihan setelah tombol "Still Not" ditekan, untuk konfirmasi bahwa IOR belum "Acceptable" disertai dengan keterangan.

Follow.Desc

Follow.By

Next.Unit

Est.Finish

Follow.Date

no need 5 days and its has been clear

USER 4 (TQD)

-

-

2017-10-26 08:38:08

Read More

I will process and need 5 days

USER 4 (TQD)

2017-11-15

2017-10-26 08:37:32

Read More

Showing 1 to 2 of 2 entries

Description This is only description test for status Waiting Close IOR

Status : Waiting Close

Est.Finish : 15 November2017



17 days 09:24:32 Left

Attachment No data available in table




UNIT IN-CHARGE SCREEN

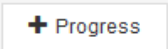
IOR Status Open



IOR Description

Menu untuk konfirmasi bahwa IOR sudah diterima oleh UIC dan sedang dilakukan proses pengerjaan





IOR.Number : 113/10/2017

Subject : Test case IOR 3 (Open)

Send.To : TQY


Reff : Reference test

Category : MAINTENANCE DATA

Sub.Category : SERVICE LETTER

Risk.Index : 4A


Description : This is only description test for status Open IOR


Status : 


Est.Finish : 08 November2017

10 days 09:31:27 Left

Attachment

Air_Midwest_Flight_5481_01082003_Plane_Crash_site_CLT.jpg

example_015.pdf

nto.xls

| Follow.Desc | Follow.By | Next.Unit | Est.Finish | Follow.Date |
|----------------------------|-----------|-----------|------------|-------------|
| No data available in table | | | | |

Showing 0 to 0 of 0 entries

IOR Status Open

IOR Data

[CREATE IOR](#)

IOR Received

IOR Send

Non IOR

IOR Description

Please fill your response

Responsible ?

Yes i will process this IOR

Response/Reason

Add estimated finish day

maximum is 20 day

Attachment

[Browse](#)

SUBMIT **CANCEL**

Attachment

Air_Midwest_Flight_5481_01082003_Plane_Crash_site_CLT.jpg

example_015.pdf

nto.xls

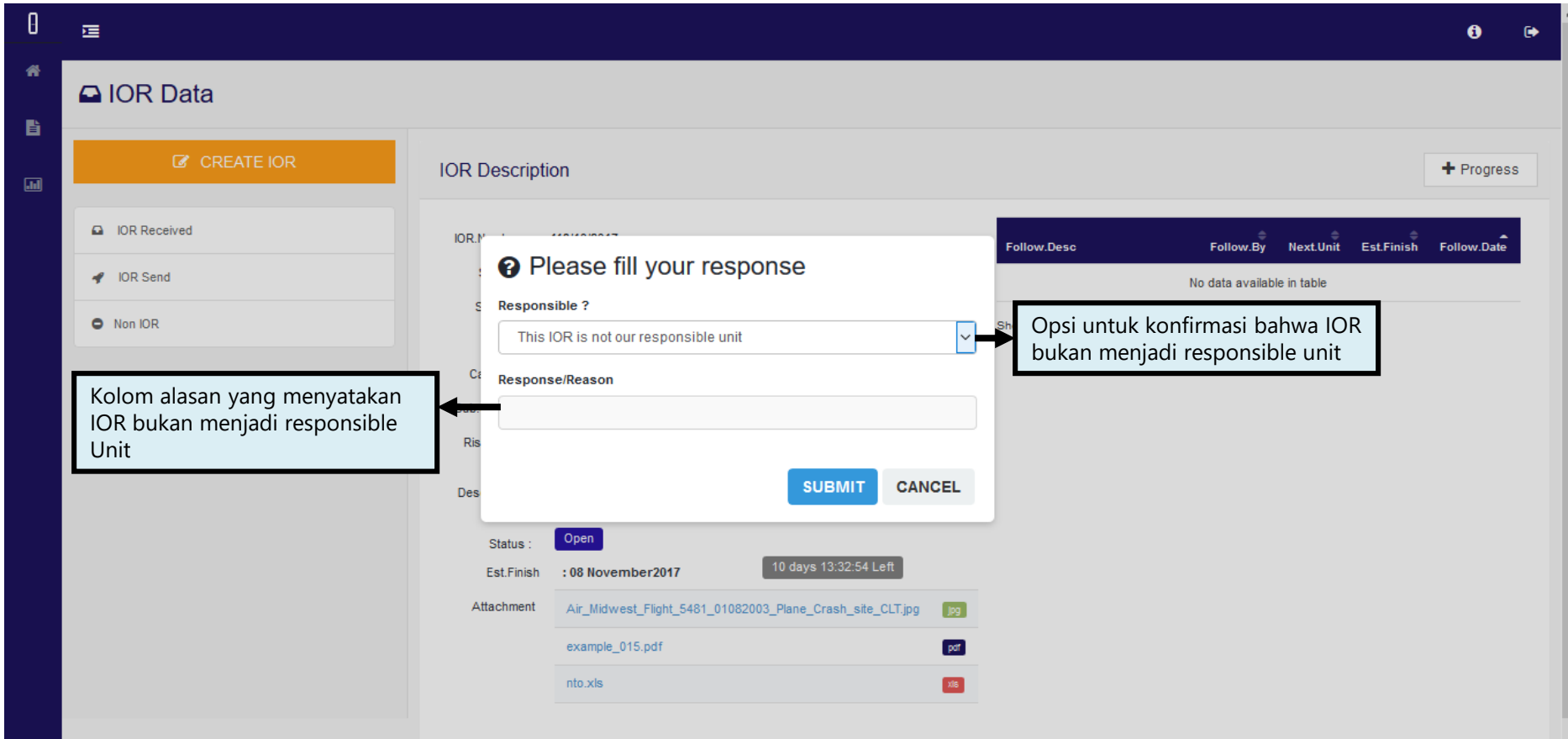
Opsi untuk konfirmasi penentuan responsible unit

Kolom konfirmasi yang menjadi responsible unit

Kolom input oleh UIC untuk menentukan estimasi waktu IOR kapan diselesaikan. UIC dapat memasukkan waktu max 20 hari, jika tidak maka sistem secara otomatis memberikan 10 hari.

Lampiran dokumen untuk menunjang konfirmasi IOR

IOR Status Open





The screenshot displays the 'IOR Data' management interface. On the left, a sidebar contains a 'CREATE IOR' button and a list of IOR types: 'IOR Received', 'IOR Send', and 'Non IOR'. The main area shows an 'IOR Description' form with a 'Status' dropdown set to 'Open'. A modal dialog titled 'Please fill your response' is open, featuring a 'Responsible ?' dropdown menu with the selected option 'This IOR is not our responsible unit', a 'Response/Reason' text input field, and 'SUBMIT' and 'CANCEL' buttons. Annotations with arrows point to the dropdown menu and the 'Response/Reason' field, explaining their purpose.

Annotations:

- Kolom alasan yang menyatakan IOR bukan menjadi responsible Unit
- Opsi untuk konfirmasi bahwa IOR bukan menjadi responsible unit




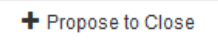
IOR Status Progress



IOR Description

Menu untuk "propose to close" IOR





IOR.Number : 109/10/2017

Subject : Test case IOR 1

Send.To : TQD

Reff : Reference test

Category : FACILITY

Sub.Category : AIR PRESSURE

Risk.Index : 4C

Description : This is only description test for status On Progress IOR

Status :

Progress

Est.Finish : 22 November2017

24 days 09:28:42 Left

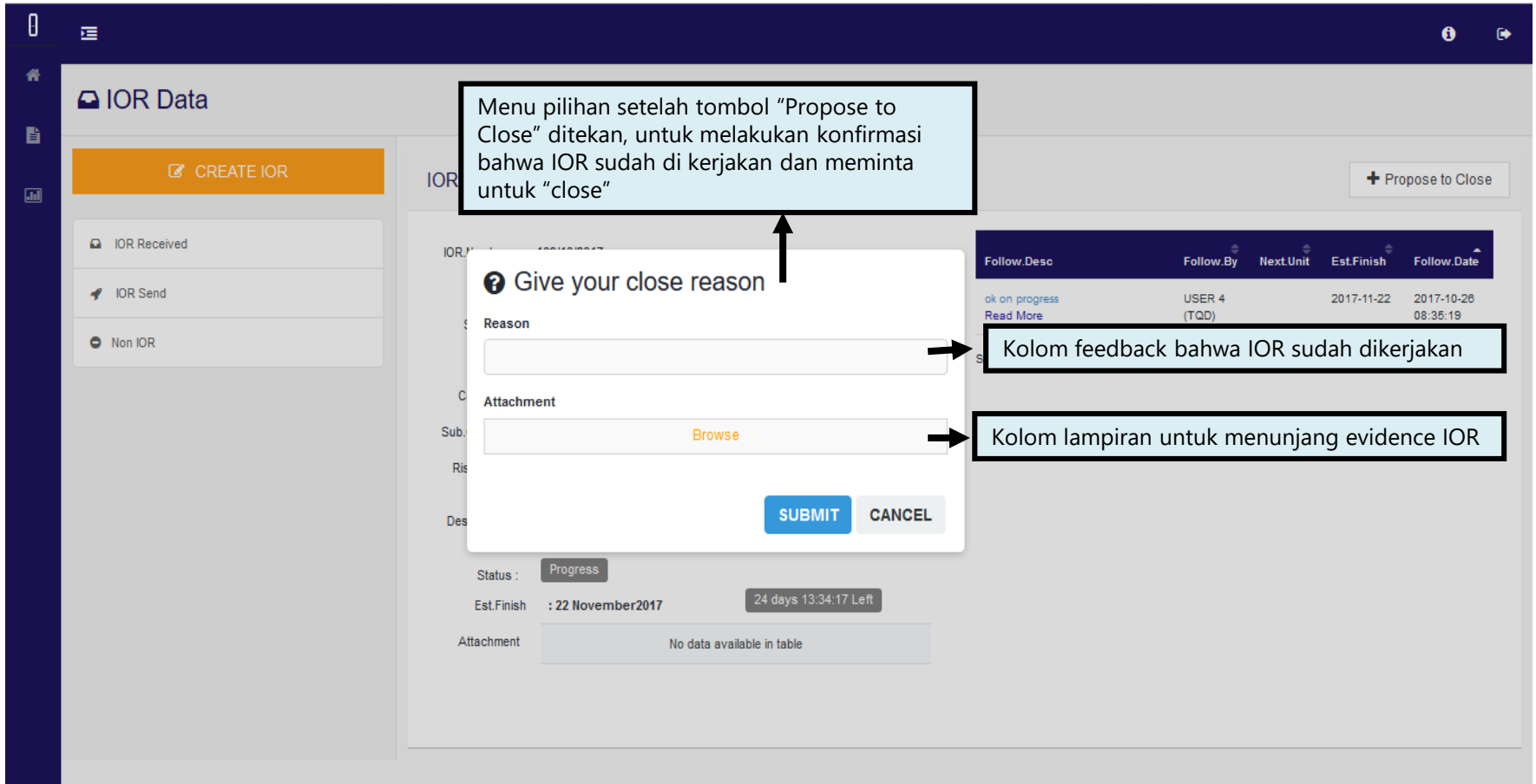
Attachment :

No data available in table

| Follow.Desc | Follow.By | Next.Unit | Est.Finish | Follow.Date |
|---|-----------------|-----------|------------|------------------------|
| ok on progress Read More | USER 4 (TQD) | | 2017-11-22 | 2017-10-26 08:35:19 |

Showing 1 to 1 of 1 entries

IOR Status Progress



The screenshot displays the 'IOR Data' application interface. On the left, a sidebar contains a 'CREATE IOR' button and a list of IOR types: 'IOR Received', 'IOR Send', and 'Non IOR'. The main area shows a 'Propose to Close' button in the top right. A modal dialog titled 'Give your close reason' is open, featuring a 'Reason' text field and an 'Attachment' field with a 'Browse' button. Below the modal, the status is 'Progress', the estimated finish date is '22 November 2017', and there is a '24 days 13:34:17 Left' timer. A table on the right lists follow-up items with columns for description, user, unit, estimated finish, and follow-up date.

Menu pilihan setelah tombol "Propose to Close" ditekan, untuk melakukan konfirmasi bahwa IOR sudah di kerjakan dan meminta untuk "close"

Give your close reason

Reason

Attachment

Browse

SUBMIT CANCEL

Status : Progress

Est.Finish : 22 November 2017

24 days 13:34:17 Left

Attachment: No data available in table

Follow.Desc Follow.By Next.Unit Est.Finish Follow.Date

ok on progress Read More USER 4 (TQD) 2017-11-22 2017-10-26 08:35:19

Kolom feedback bahwa IOR sudah dikerjakan

Kolom lampiran untuk menunjang evidence IOR




NON IOR

IOR Status Non IOR

IOR Data

 CREATE IOR

 IOR Received

 IOR Send

 Non IOR

IOR Description

IOR.Number : D-1/10/2017

Subject : Keran Air Mampet

Send.To : TQY

Reff :

Category : FACILITY

Sub.Category : OTHERS

Risk.Index : 5E

Description : Keran air di Hangar 4 mampet dikarenakan adanya kotoran yang ter sumbat

Status :

NOT OCC

00 days 00:00:00 Left

Attachment

No data available in table

| Follow.Desc | Follow.By | Next.Unit | Est.Finish | Follow.Date |
|--|---------------------|-----------|------------|-------------|
| Untuk hal ini bukan termasuk scope hazard. Silahkan laporkan langsung ke Helpdesk Facility di 8888. Terima kasih | Triawan Ramadhan | | | |
| Showing 1 to 1 of 1 entries | | | | |

Feedback admin bahwa laporan tidak termasuk IOR

Status bahwa laporan tidak termasuk IOR



Report

Search Report

Search Report

Menu pilihan untuk mencari IOR

Mencari IOR berdasarkan Status

Mencari IOR berdasarkan Kategori kejadian

Mencari IOR berdasarkan Nomor IOR

Mencari IOR berdasarkan unit yang dituju

Mencari IOR berdasarkan unit yang melaporkan

Mencari IOR berdasarkan Tanggal insert IOR

Mencari IOR berdasarkan tanggal kejadian

Mencari IOR berdasarkan subject atau judul IOR

Search

Menu untuk mengunduh data IOR dalam format Excel

Export Data

| Act | IOR No. | Category | Sub.Category | Subject | Occ.Date | Detail.Occurrence | Send.To | Insert.Date | Report.By | Insert.By | Status | Follow.On | Date | Follow Desc |
|---|-------------|----------|--------------|--|------------|---|---------|------------------------|-----------|-----------|--------|-----------|------|-------------|
|  | 103/10/2017 | OTHERS | OTHERS | Actual Serviceable, Status system INST | 2017-10-20 | Material PN C20559100 SN 20491 actual serviceable ex-SOC, namun status di s... | TNP | 2017-10-20 09:59:51 | | | OPEN | | | |



Biweekly

Biweekly Report

Select Date Range



Date Start



2017-09-01

Click on input field to get datepicker

Date Until



2017-10-30

Click on input field to get datepicker

Generate Excel

Menu pilihan untuk mencari rangkuman IOR berdasarkan rentang waktu tertentu

Menu untuk mengunduh data IOR dalam format Excel



Form IOR

Form IOR dalam format PDF pada menu **Print**

| OCCURRENCE REPORT | | | | | | |
|---|--|--|---|---------------------------------|------------------------------------|--|
| Subject : Test IOR X | | Risk Index 5A | | No of Occurrence : 344/10/2017 | | |
| | | | | Date of Occurrence : 25-10-2017 | | |
| Ambiguity : <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | Reference : ABCD | | |
| TYPE or P/N : - / - | | | | | | |
| Category | | | | | | |
| <input type="checkbox"/> Personnel | | <input type="checkbox"/> Maintenance Instruction | | | | |
| <input type="checkbox"/> Maintenance Data | | <input checked="" type="checkbox"/> Tool equipment | | To : TQY Copy : TQY | | |
| <input type="checkbox"/> Others | | <input type="checkbox"/> Company Procedure | | | | |
| <input type="checkbox"/> Facility | | <input type="checkbox"/> Personal Protective Equipment | | | | |
| <input type="checkbox"/> Health, Safety, and Environment | | | | | | |
| Level Type | | <input type="checkbox"/> Aircraft | <input type="checkbox"/> Engine | <input type="checkbox"/> APU | <input type="checkbox"/> Component | <input checked="" type="checkbox"/> Others |
| Detail of Occurrence : | | | | | | |
| Deskripsi untuk Test IOR X | | | | | | |
| Name/ID No : - | | | Reporter identity : <input type="checkbox"/> Shown <input checked="" type="checkbox"/> Hidden | | | |
| Unit : - | | | Data reference : <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Date : 30-10-2017 18:28:20 | | | | | | |
| HIRAM Process <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | |



IOR Form for Guest / Vendor



Guest Report

LDAP: Open connection start

IOR SYSTEM

Jakarta, Cengkareng, 26 °C

Employee Login

Guest Report

IOR FORM (for guest / vendor)

Your Name

Enter your name

Subject

Enter IOR subject

Your Email

Enter you email

Reference

Enter IOR Reference

Your Company Name

Enter company name

Hide Reporter

☐ Yes ☐ No

Your Work Unit

Enter unit name

Occurrence Date

Attachment

No file selected.

Allowed 10mb

IOR Description

Max is 300 character

