## PPMs Tab - Remove PPM Task(s)

💾 Wed, Jan 17, 2024 🛛 🖿 Contract Actions

This can be achieved using the PPMs Tab. This screen shows all of the Task Types that have been added against the contract:

PPM Tasks Refresh View Actions View Actions											
Equipment/Service Type	Invoice Frequency	Invoice Value	Site Value								
Goods Lift, Less Abled Lift, Passenger Lift, Monitoring and Lift Entrapment, Comprehensive	Monthly	£0.00	£0.00								
Goods Lift, Less Abled Lift, Passenger Lift, Monitoring and Lift Entrapment, PPM - Due Diligence Major	None	£0.00	£0.00								
Goods Lift, Less Abled Lift, Passenger Lift, Monitoring and Lift Entrapment, PPM - Legislative Inspection	None	£0.00	£0.00								
Goods Lift, Less Abled Lift, Passenger Lift, Monitoring and Lift Entrapment, Scheduled Cost	Monthly	£0.00	£0.00								
Passenger Lift, PPM - Legislative Inspection	None	£0.00	£0.00								

Buildings (261 items selected) • View Actions • Edit Actions												
Name	Client	Number	Start Date	End Date	Current	Invoice Frequency	Invoice Value	Site Value	Grouping 1	Grouping 2	Groupi 🔺	
Filter	Filter	Filter				Filter	Filter	Filter	Filter	Filter	Filter	
(06404) Birmingham Fort Dunlop	Dr Explain	06404	01/05/2012	30/04/2013	V	None	£0.00	£0.00	CENTRAL AND	Birmingham	Birmin	
(01200) Manchester, Market Street	Dr Explain	01200	01/05/2012	30/04/2013	V	None	£0.00	£0.00	NORTH	Greater Manch	Greate	
(00080) Kettering	Dr Explain	00080	01/05/2012	30/04/2013	V	None	£0.00	£0.00	CENTRAL AND	Bucks/Bedford	Bucks/	
(01481) Warrington, Golden Square	Dr Explain	01481	01/05/2012	30/04/2013	1	None	£0.00	£0.00	NORTH	Merseyside	Mersey	
(06435) York	Dr Explain	06435	01/05/2012	30/04/2013	1	None	£0.00	£0.00	NORTH	Teeside and N	Teesid	
(00821) Watford	Dr Explain	00821	01/05/2012	30/04/2013	1	None	£0.00	£0.00	SOUTH	Middlesex and	Middle	
(00675) Aberdeen Bon Accord Centre	Dr Explain	00675	01/05/2012	30/04/2013	1	None	£0.00	£0.00	NORTH	North of Scotl	North	
(06053) Aberdeen Union Street	Dr Explain	06053	01/05/2012	30/04/2013	V	None	£0.00	£0.00	NORTH	North of Scotl	Gramp	
(00670) Arbroath	Dr Explain	00670	01/05/2012	30/04/2013	V	None	£0.00	£0.00	NORTH	North of Scotl	Gramp	
(00645) Oban	Dr Explain	00645	01/05/2012	30/04/2013	1	None	£0.00	£0.00	NORTH	North of Scotl	Highla	
(06407) Bedford Interchange Rp	Dr Explain	06407	01/05/2012	30/04/2013	1	None	£0.00	£0.00	CENTRAL AND	Bucks/Bedford	Bucks/	
(00459) Newbury	Dr Explain	00459	01/05/2012	30/04/2013	1	None	£0.00	£0.00	CENTRAL AND	Thames Valley	Thame	
(06493) Newbury	Dr Explain	06493	01/05/2012	30/04/2013	<b>V</b>	None	£0.00	£0.00	CENTRAL AND	Thames Valley	West E	
(00340) Porthcawl	Dr Explain	00340	01/05/2012	30/04/2013	V	None	£0.00	£0.00	CENTRAL AND	Wales	Swans	
(00243) Bristol	Dr Explain	00243	01/05/2012	30/04/2013	<b>V</b>	None	£0.00	£0.00	SOUTH	Bristol and Wil	Bristol	
(00336) Clifton	Dr Explain	00336	01/05/2012	30/04/2013	V	None	£0.00	£0.00	SOUTH	Bristol and Wil	South 🚽	
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## 1. Highlight the PPM Task to be removed.

2. Click the "Edit Actions" button.

PPM Tasks

▼ View Actions ▼ Edit Actions

3. This menu will be displayed:



4. Click on Remove PPM Task. The User will then be presented with the Reason for Contract Change window.

5. Confirming the reason for the contract change will remove the selected task(s) and will also remove any Buildings associated with it.

6. However, if there are work orders that will be affected the Affected Work Orders screen will open.

7. Once the User has decided what to do with any affected work orders (if applicable). The PPM task(s) selected and any associated Buildings will be removed.

Online URL: https://ostarasystems.knowledgebase.co/article.php?id=223