

Writing drydock specifications

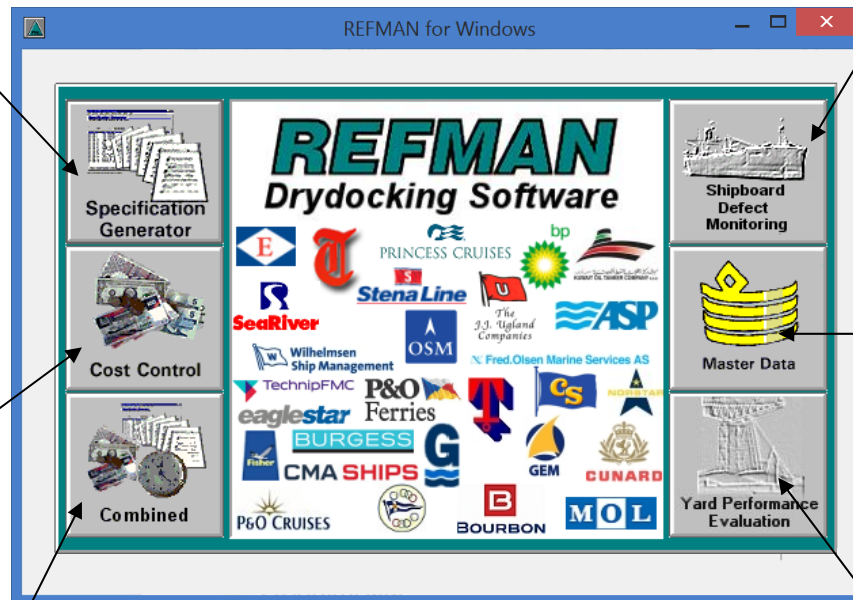
Specification Generator is used for compiling and printing Refit, Repair & Drydock Specification documents

... getting ship's staff involved

Shipboard Defect Recording & Monitoring is used by ship's staff to record defects and other ship initiated jobs

Comparing shipyard tenders

Cost Control is used for recording, analysing and reporting on the cost of jobs in Refit, Repair & Drydock Specifications



Creating company standards

Master Data is used for setting up standard specification templates, standard job descriptions & standard libraries

Keeping control of costs & monitoring progress during the drydocking

Specification Generator, Cost Control & Time Management all in one

Evaluating shipyard performance

Yard Performance Evaluation is used to "rate" or "grade" the yard's performance before, during and after the repair period.

Overview

REFMAN is a software package that has been specially designed to allow technical people who are responsible for the day to day running of ships, to take control of the drydocking and ship repair process.

REFMAN has a Specification Generator for compiling and printing specification documents; Cost Control for comparing shipyard tenders and reporting drydocking costs, Shipboard Defect Recording & Monitoring for managing defects and other jobs initiated onboard. There is also a Drawing Package for creating simple drawings, sketches and annotating photographs; a Time Management module for planning and keeping track of the progress of jobs and a Yard Performance Evaluation module for rating the yards performance.

When you use REFMAN to write specifications there are no large word processed documents to manipulate and the software itself handles all of the job numbering, text

formatting, collation and merging of attached files and it automatically creates a table of contents and a list of attached files, so that leaves you with a lot more time to concentrate on the technical content of the specification.

Also, all of REFMAN's modules are fully integrated so when you use REFMAN to write a specification the framework for comparing tenders, recording costs, project planning, daily reporting and writing a drydock report is created and updated automatically each time a job is added, removed or cancelled in a specification.

So when you use REFMAN to control your costs, there are no cumbersome spreadsheets to setup, no complex formulas and the software produces all the reports that are needed automatically. The shipyards can even quote electronically so that means less time typing and checking numbers which leaves you a lot more time to concentrate on what the numbers mean.

REFMAN – Specification Generator

REFMAN's Specification Generator has been designed to allow technical people to quickly and easily produce well formatted, professional looking specification documents.

To achieve this, REFMAN allows the creation of Standard Specification templates which can either be 'general' for use with any ship, or they can be tailored to a particular type or class of ship or tailored to an individual ship.

REFMAN encourages a high degree of standardisation, not just in the presentation, style and layout of specification documents, but also in technical content.

Standardisation of content is achieved by making use of previously written job descriptions both as templates for new jobs and as standard work descriptions which can be used over and over again.

This saves both time and effort when preparing new specifications and allows you to refine or 'hone' standard job descriptions each time they are used, giving you the possibility of producing 'tighter' and 'tighter' specifications!

Features include:

- Automatic Job numbering/re-numbering.
- Instant recall of any previous job description.
- Simple to use job writing facilities.
- Simple to use drawing tool for line drawings, sketches & annotating photographs and scanned images.
- Automatic formatting of printed specifications.
- Flexible document printing facilities.
- Automatic table of contents & list of attached drawings.

REFMAN – Cost Control

REFMAN's Cost Control module has been designed to allow technical people who are NOT 'accountants' to quickly and easily forecast the cost of a refit or drydocking, to obtain and compare competing tenders, to monitor and report on costs and keep track of changes during the repair period itself.

In a REFMAN analysis there are no complicated 'accruals', no 'reversals' and no 'balances B/F'. Instead, REFMAN simply uses the 'best' cost information which is available at any particular time. If a job is complete, the 'actual cost' is used, if a job is in progress, the 'bid' is used, and if a job has been included as an 'extra' and the only cost available is an estimate, then that will be used.

By combining these together, at all times before, during and after a repair period, the Superintendent or Port Engineer gets the clearest possible indication of 'how much has to be saved' or 'how much is available to spend'.

Features include:

- Ability to record estimated costs for yard & owners items, yard bid (including contingency for exclusions), and actual yard and owners costs for each job.
- Analysis of job costs against repair, capital, guarantee, insurance and/or individual account/project budgets.
- Ability to send Specifications to the shipyard and for them to submit tenders electronically so avoiding the need to enter prices and comments manually.
- Recording of yard tenders in tender currency with analysis in your own currency.
- Full range of on screen and printed reports in your own or tender currency.

REFMAN – Shipboard Defect Recording & Monitoring

Recognising the part which ship's Engineers and Deck Officers play in initiating many of the 'repair' type items in a specification, REFMAN has been designed to provide a smooth transition for each specification item from 'defect report', through to inclusion as a 'job' in a specification right through to its eventual completion.

This is achieved by providing an onboard system for recording defects in a format which can be transferred to the Superintendent or Port Engineer and incorporated directly into a specification document with little or no re-typing.

This makes it easier and quicker for the Superintendent or Port Engineer to get ship initiated jobs into the specification.

Also, because the Shipboard Defect Recording Module is cross-referenced with REFMAN's Specification Generator,

when the final specification is produced, the ship's staff can easily confirm that all of the defects which they have reported actually found their way into the specification.

Features include:

- 'On screen forms' to ensure that the ship's staff supply all the information which the Superintendent needs.
- Automatic defect numbering.
- Simple to use defect writing facilities.
- Simple to use drawing tool for line drawings, sketches & annotating photographs and scanned images.
- Facilities for 'private' or 'departmental' work lists for 'ship's staff' jobs.
- Optional module which allows onboard defects to be monitored from the office and provide feedback to the ship about how each defect is to be dealt with.

System Requirements: Win10/8/7 (32 bit) with 2GB RAM or Win10/8/7 (64 bit) with 4GB RAM, Win XP/Vista with 1GB RAM and 500 MB Free Hard Disk Space.

Minitech Systems Limited, Bridle Way, off St. Vincents Close, Girton, Cambridge, CB3 0PB, U.K.

Phone: 01223 277049, Fax: 01223 277632, e-mail: sales@minitech-systems.com, website: www.minitech-systems.com

From Outside U.K. Phone: +44 1223 277049, Fax: +44 1223 277632