Supplier guide for E-SPIR Next - version 8.33

E-SPIR = Electronic - Spare Parts Interchangeability Record

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Part 1 - IT section - for new installations

- 1. E-SPIR requires Windows 7 or higher. E-SPIR Supplier requires .NET 4.x client profile and MSAccess run-time, which typically come with your MS Office installation, but also can be downloaded via above links, if you don't have them. For use of the EXCEL features you require installation of Office 2007/2010/2013.
- 2. Go to E-SPIR Website <u>https://www.espir.shell.com/</u>
- **3.** Download Supplier E-SPIR program from Website.
- 4. After the download, Go to the folder where the program was downloaded and double click on the program Espir_Supplier V8.33.msi
- 5. The program will be installed in the Program files (x86) (see also page 42 of this manual).
- 6. After installation go to the program files and open the file <u>E-SPIR Next \Supplier V8.33.</u>
- 7. Copy the E-SPIR data folder <u>DataSupplierSPIRs</u> from <u>C:\Program Files\E-SPIR Next</u> \<u>SupplierV8.33</u> to a data storage folder such as: <u>My Documents</u> or <u>Application data</u> or a <u>server</u>. It is recommended to make regular back-ups of the database file.
- 8. The program has now been installed.
- 9. After installation, you will find this icon on your desktop



Part 2 - IT section - Upgrade from version 7.00 to 8

- 1. Install E-SPIRnext V8.33 as per page 3.
- 2. Make a backup of the E-SPIR Supplier Database. Converted E-SPIR Supplier databases version 7.00 to 8.33 cannot be used with E-SPIR Supplier program version 7.00.
- **3.** The E-SPIR supplier database can be found in the DataSupplierSPIRs folder which has been stored as per page 3 point 7.
- 4. Copy the version 7.00 .mdb file to the V8.33 DataSupplierSPIRs folder.
- 5. After starting E-SPIR Supplier, a connection popup will prompt for a database file to connect to. Press the '...' button and navigate and select an appropriate E-SPIR .mdb file at a location with write access. A fresh, empty database fileset can be copied from the 'DataSupplierSPIRs' installation folder. Also copy across the Esystem.mdw configuration file.
- 6. Upon first connection to an existing, older database, E-SPIR Supplier will prompt you to confirm upgrade of the data found. Always make a backup of your database first. After the upgrade the data cannot be accessed anymore with the previous, older E-SPIR Supplier version. The database will be converted to version 8.33.

Part 3 - IT section - Database management

- 1. Keep the E-SPIR data folder <u>DataSupplierSPIRs</u> from <u>C:\Program Files\E-SPIR Next</u> \<u>SupplierV8.33</u> as your source for a clean database when required.
- 2. To keep the database in a healthy state, use the compact and repair database function under Tools. Make always a backup before using this function and make sure nobody is using the database.

Start up E-SPIR Next



- 1. Click on
- 2. The following screen will appear:

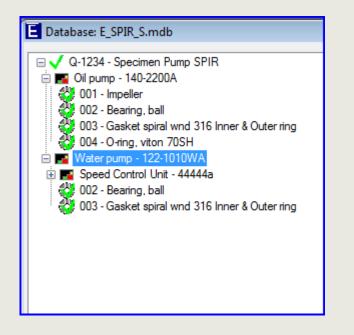
Select database	top me od he	The Public		L
MS Access				
Database:			•	
			Cancel	ОК

- 3. Select and search for the E-SPIR database in the data storage folder (see under page 3 point 7) and double click on the E_SPIR_S.mdb file.
- 4. You can now start using the program. We recommend you to start on page
 6 of this guide.
- 5. If you have any problems with the download, see page 42 of this manual.
- 6. Characters allowed in E-SPIR: !"#\$%&'()*+,-./0123456789:<=>?@ABCDEFGHIJKLMNOPQRSTUVWXYZ[\]^_`abcdefghijkImn opqrstuvwxyz{|}~€f†‡‰ŠŒŽ™šœžŸ¢£¥§©ª®°±²³µ¹⁰¼½¾ÀÁÂÃÄÅÆÇÈÉÊËÌÍÍĨ ĐÑÒÓÔÕÖרÙÚÛÜÝÞßàáâãäåæçèéêëìíîïðñòóôõö÷øùúûüýþÿ Do not use ";"

Specimen SPIR

- On opening the program for the first time the main screen presents a specimen completed SPIR.
- The specimen SPIR can be opened by clicking on the ∃•square for the SPIR

E-SPIR - [Database: E_SPIR_S.mdb]			_ 0 %
File Edit Supplier Tables Re	eports Data Help	Tools	
📂 🗠			
€ ✓ Q-1234 - Specimen Pump SPIR	Equipment supplier: Contact person (suppl): Plant name: Commercial conditions: Revision: 2.0	Company: Topol	OK Close Find Add equipment
Total no. of SPIRS: 1			
Ready			



When the specimen SPIR has been opened the following is presented



This line shows the Suppliers reference and the SPIR description.

When highlighted the SPIR information is presented on the screen.

By clicking on the SPIR, it will open and present coloured square box(ex) being the equipment.



The square box shows the equipment information, when highlighted.

This SPIR contains:

- 2 pieces of main equipment,
- 1 piece of sub-equipment (Speed Contr. Unit.)



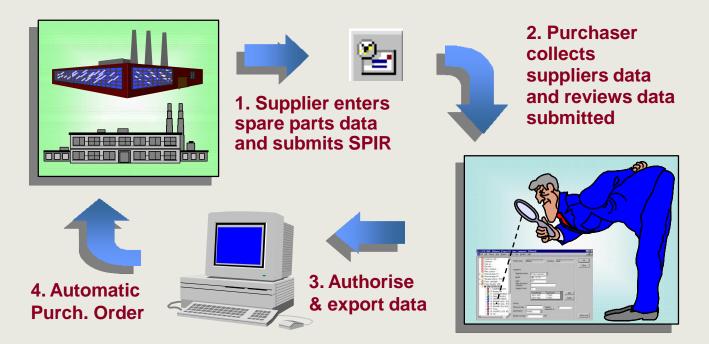
The circles with a green tick represent a spare part.

When highlighted the spare parts information is presented.

We will create a similar SPIR as the specimen presented and go through the different steps on the coming pages

General information & Commercial terms

The E-SPIR next cycle



E-SPIRs submitted might be used for automatic ordering. Therefore the prices in your E-SPIR quotation should comply with the requested terms & conditions.

Example:

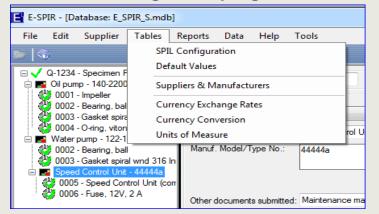
Your spare parts prices are always quoted "Ex Works, unpacked".

Your customer requests prices "Free On Board International Airport, packed".

Solution:

If your price list is "Ex Works, etc." only, you can adjust the prices for the cost of packing & delivery FOB (page 31) by adding a percentage when you print and export the SPIR from the program.

Start working in the program



Save

- For new users it is suggested to "replace" the data of the specimen Company Pump Co with the details of your own Company
- Highlight the Name
- Click on the Edit button
- Replace the data from the specimen Company by data from your own Company
- After completion, click

Note for Local Agents

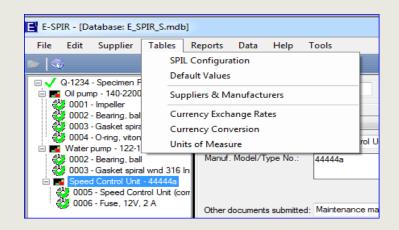
Local Agents for equipment manufacturers should enter two names and addresses, one of their own agency and one of the equipment manufacturer.

- When starting up the program the first thing to do is to enter your company address details.
- The screen can be found under: Tables: Suppliers & Manufacturers

Suppliers a	and manufacturers					X
Suppliers an	nd manufacturers: 1 entries for	und				
Name	Address 1	Address 2	Address 3	Country	Phone	I Close
Pump Co	Waterlane 162	Pump Town		United Kingdom	44793418183	4 Add
						Edit Delete
•		III				Þ.
Name:	Pump Co		Country:	United Kingdom		Export
Address:	Waterlane 162		Telephone numbe			
	Pump Town		Fax number:	44793418194		Save
			Contact person:	Mr. Peller		Cancel
			E-mail:	peetpeller@pump	oco.com	

Set your preferred Default Values

The Default values can be found under Tables:



E Default values		×
Operator company:	Pump Co 🔹	ОК
Currency:	EUR V EURO	Cancel

 Select the Equipment manufacturers name used for quotations by your Company with the drop down button and select the currency.

Click OK

 Please note currencies of complete SPIRs can always be changed (see page 34).

3 methods

- The program is now ready for use and a new SPIR can be set up.
- Details entered in the program will be automatically saved when you close the program.
- There are three methods to create a SPIR.

1. E-SPIR import from SPIL

2. E-SPIR manual input

2. Process steps

 a. Import a SPIL (Excel) With a SPIL you can upload all required information (including tag numbers and advice!) for creating a SPIR

- 1. Process steps
- a. Create SPIR
- b. Add equipment
- c. Create the spare parts one by one or import see page 41
- d. Link the spares to the equipment
- e. Enter the spare parts ADVICE

3. Copy old SPIR data

3. Process steps

- a. Copy old SPIR or equipment with spare parts. (see page 40)
- b. Change equipment quantities, serial & Tag numbers
- c. Review the spare parts ADVICE

In all events Suppliers shall quote all spare parts required for possible use during the lifetime of the equipment.

For any process followed, prices can be adjusted per customer at the moment of export.

Importing a SPIL in the database

All spare part information can be imported in your in E-SPIRnext database with a SPIL Excel file.

The SPIL form can be found in the E-SPIRnext Supplier V8 program folder: Sample_SPIL.xls.

The Column Headings show the field lengths and which fields are mandatory or optional. Use this SPIL file as an example.

	A	В	С	D	E	F	G	Н	I
1	SPIR Description	Suppl SPIR ref.	Plant Name	Plant Number	Commercial conditions	Client Eqpt. Purch. Order	Revision remarks	SPIR Supplier Name	SPIR Supplier Ad
2	Mandatory	Mandatory	Optional	Optional	Mandatory	Mandatory	Optional	Mandatory	Mandatory
3	40 characters 💽	10 character:	80 charact 💌	50 characte	132 characters 🗾 💽	30 characters 💽 💽	132 characters 🔳	30 characters 🔳	33 character
4	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
5	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
6	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
7	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
8	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
9	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
10	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
11	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
12	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
13	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
14	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
15	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66
16	Pump Skid - SPIL example	A12434	Gastopia	206	FOB Rotterdam. Prices valid until 31/12/2015.	38325453		The Pump Company	Pumpstraat 66

The following notes <u>must</u> be observed:

- 1: The Suppliers spare parts table must contain a <u>Currency code</u> and <u>Unit of Measure</u> such as EA (each), M (meter), etc. These codes **must** be the same as used in this E-SPIR program (refer to <u>tables</u>, <u>Currencies</u> and <u>Units of Measure</u>).
- 2: All mandatory fields must be filled in. Do not exceed the maximum amount of characters.
- 3: Each spare part for each tag number must start on a new line.
- 4: Number of Units (column T) for Equipment is total number of the same units. For <u>sub-equipment</u> it is the total number of same units <u>PER</u> equipment.

The first 3 column headings will be ignored during import.

The *.xls file with the mandatory fields completed can be imported in E-SPIR under the menu bar Data, Import SPIL file.

During the upload process the program will create a log file, presenting upload errors and data changes for values already existing in the database. The log file will present the old and new values. The log file can be found in the same directory from where which the import file was imported. The log file name is equal to the import file with the extension "log".

SPIL upload

Importing a SPIL in the database

When importing the SPIL you will have the opportunity to test whether the SPIL is correct. After the test has been successfully completed, the message box will say 0 errors and 0 warnings.



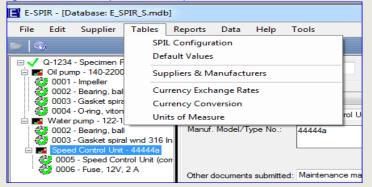
After a successful test all steps for importing have to be repeated and the "Test for warnings and errors only" has to be unticked.

When the upload is creating error messages, a complete list and possible solutions can be found under the Help menu: SPIL Error refence.

SPIL upload

SPIL upload configuration

In the SPIL Configuration screen you can configure the SPIL upload to your company needs. Standard the SPIL configuration is as per SPIL upload file. Converted V7.00 databases have to be configured as per below.



SPIL Configuration			×
SPIR Equipment Spare Part			
General SPIR information			
Project name *:	Project name		
Company *:	Company name		
SPIR description *:	SPIR Description	-	
Supplier reference *:	Suppl SPIR ref.	▼	
Plant:	Plant Name	•	
Plant number:	Plant Number	-	
Commercial conditions *:	Commercial conditions	-	Ξ
Client equipment purchase order *:	Client Eqpt. Purch. Order	•	
Revision remarks:	Revision remarks	•	
SPIR Equipment Supplier Information	n		
Name *:	SPIR Supplier Name	•	
Address *:	SPIR Supplier Address	-	
Address2 :	SPIR Supplier Address 2	~	
Address3 :	SPIR Supplier Address 3	-	
Country *:	SPIR Supplier Country	~	
Telephone number *:	SPIR Supplier Telephone number	~	-
* This field is mandatory			
Import SPIL Report Column Names	IL report: No file selected	OK Cance	ł

The column names of you spare part data file can be imported by selecting

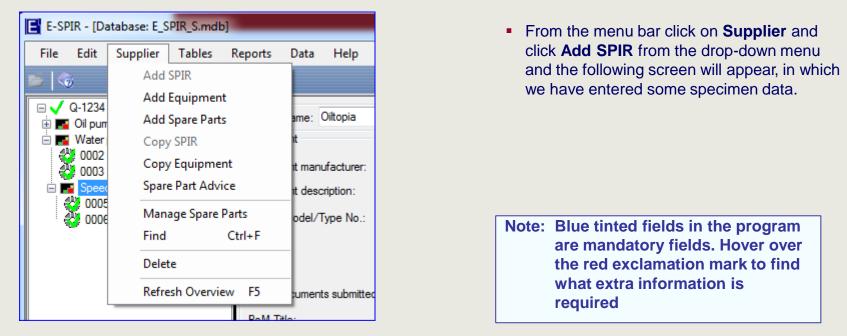
Import SPIL Report Column Names

When the column names have been imported, you can map the to the column names of the SPIL form.

For concerted V7.00 databases you import the SPIL upload file.

Add SPIR

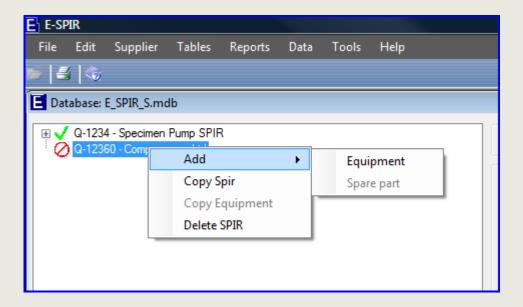
It is to be noted that for each original equipment Purchase Order a separate SPIR shall be prepared



Add SPIR			-	
Project name:	Oiltopia	Company:	Topoil	OK
Client eqpt purch. order:	3244545	SPIR description:	Compresssor skid	Close
Equipment supplier:	Local Agent Cy Ltd	Date submitted:	3/30/2011	
Contact person (suppl):	Mr. Locally			Add
Supplier reference:	Q-12360			equipment
lant:	Tank Area			
lant number:	5360			
Commercial conditions:				-
				•

• You can now populate boxes with details from the original equipment Purchase Order.

Project Name	: Enter de Project name, if provided in Purchase Order
Equipment Supplier	: Select name of the of the Local Agent or the equipment manufacturer (see
	also page 7). Name of the Local agent should only be mentioned on this screen.
Supplier ref	: Enter your own SPIR or Quotation reference
Plant	: Enter Plant name, if provided in Purchase Order
Plant number	: Enter Plant No., if provided in Purchase Order
Client Eqpt Purch. Order	: Enter the original Purchase Order No of the Main Equipment, this Purchase
	Order number should be unique for each SPIR.
Commercial conditions	: Enter terms & conditions and price validity as requested.
Company	: Enter the Company name as provided in the Purchase Order
SPIR description	: Enter the description of the Equipment Purchase Order
Click OK	The coversheet of your SPIR has now been created.



The supplier/quotation reference and the SPIR description have appeared in left hand window. Put the cursor on the SPIR in the left hand window and select Add, Equipment to create the Equipment.

Add equipment

E' E-SPIR				
File Edit Supplier Tables Reports	; Data Tools Help			
🖻 🛃 🚳				
Database: E_SPIR_S.mdb			[
Q-1234 - Specimen Pump SPIR	Add equipment Equimpment manufacturer: Pump Co Equipment description: Manuf. model/type number:	•	Company: Topoil	OK Close Add equipment Find
	Number of units:	•	Add spare part	
	Tag number: Other documents submitted:			

For this E-SPIR we will set up:

Spare parts for an air compressor, a pressure vessel and a control panel unit for the compressor.

Notes on specific fields.

Number of units: fill in the quantity of equipment being supplied.

The **Bulk item** indicator can be used for equipment for which Tag numbers have **not** been provided and where your Serial no is not relevant for ordering of spare parts in the future. If it is cheaper replacing than repairing bulk items , the bulk item should not be listed as equipment, but as a spare part only. Small valves are typical **bulk items.** See also page **36**.

E Add equipment	August In Londo	— X—
Equimpment manufacturer: Equipment description: Manuf. model/type number: Number of units:	Pump Co Compressor Air COMP-AIR-557277288-HFD 2	OK Cancel Add spare part
Bulk item		
Equipment serial number: Tag number:	77336475 AC-4401-76	
Other documents submitted:	Drawings, Parts list and Maintenance manual	

Equipment manuf.: Select the name of the Equipment manufacturer (**not** the name of Local Agent, see page 9)

Equipment Descr.: Description allowing users to find the equipment in major ERP systems. Manuf. Model/type No.: This number should uniquely identify the equipment and be the key equipment reference for future spare parts ordering. Equipment Serial No are to be entered by Equipment manufacturer. The Tag Number should be entered exactly as stated in the Purchase Order. If many Serial & Tag numbers are required and those data can be imported in the program as per procedure on page 37. Enter for bulk items in the Tag Number field: n.a.and enter a tick on the Bulk item indicator. The Other documents submitted field can be used for a cross reference to manuals.

Click	0
-------	---

Add equipment

 After OK on the previous screen the Serial & Tag numbers entered will be presented for the number of units (equipment) on the below pop up screen.

Add equipment	Avenue of the local division of the local di	2360
Serial Number	Tag Number	OK 0 Find
77336475	AC-4401-76	
77336475	AC-4401-76	Cancel
		Add spare part
		E-SPIR Some fields contain erroneous data, hover over/click the exclamation mark for more information.
		ОК

 These Serial and Tag numbers must be unique. Click or or on the error message and change the second line with the correct Serial and Tag numbers to make them unique. Confirm with or

Add sub-equipment

When the equipment is created a new pop-up screen will appear where subequipment can be added. If no sub-equipment is required click

E E-SPIR						
<u>F</u> ile <u>E</u> dit S <u>u</u> pplier <u>T</u> ables <u>R</u> eports	<u>D</u> ata <u>T</u> ools <u>H</u> elp					
📂 🚝 🌀						
Database: E_SPIR_S.mdb						
	HFD Add sub equipment Equimpment manufacturer: Equipment description:	Pump Co	Project name: Oiltop SPIR SPIR description: Equipment supplier:	Compresssor skid	·	Company: Topoil
	Manuf. model/type number: Number of units: Bulk item				0	Add spare part
	Equipment serial number: Tag number:				•	
	Other documents submitted:					

- If the main equipment has any sub-equipment attached such as a gearbox, or in our case a Control Panel, the sub-equipment can be added to the Main equipment.
 - Sub-equipment shall only be entered as an E-SPIR equipment if it has its own associated spare parts.
 - In many cases the complete unit shall also be quoted as a spare part (see page 36).
- If the sub-equipment has no spare parts it should be quoted as a spare part only to the main equipment.
- Click with your right hand mouse on the compressor and select "Add" and "Equipment".
- Enter the data as shown below on the sub-equipment screen.

Klick on OK and look in the white left hand box how the equipment has been entered.

E E-SPIR					
File Edit Supplier Tables Reports Data Tools	Help				
🖆 🛃 🌀					
E Database: E_SPIR_S.mdb					
 	Project r	name: Oiltopia	Company: Topoil		ОК
Compressor Air - COMP-AIR-557277288-HFD	Add sub equipment			23	Close
	L Had bub equipment	and the Personnel and			
	Equimpment manufacturer:	Pump Co	•	ОК	Add equipment
	Equipment description:	Control panel		Cancel	
	Manuf. model/type number:	Dashboard type 57333a-100b			Find
		bashbala type 575550 Tobb			
				Add spare	
	Number of units:	1		part	
	Bulk item				
	Equipment serial number:	6789237			
	Tag number:	AC-4401-76a			
	Other documents submitted:	Maintenance manual			
1					

Add spare parts

- You can now start creating spare parts.
- Click on the Add spare button on the right of the screen.

E-SPIR		
File Edit Supplier Tables Reports Data Tools Help		
📂 🛃 🌀		
Database: E_SPIR_S.mdb		
□	l	
📄 ⊘ Q-12360 - Compressor skid	Project name: Oiltopia Company: Topoil	ок
Compressor Air - COMP-AIR-557277288-HFD Control panel - Dashboard type 57333a-100b	Equipment	Close
Pressure Vessel - HC-36281-800x40	Equipment manufacturer: Pump Co 🔹 🛄	Add spare
	Contract descriptions	part
Add spare parts		
Part number:	Original manufacturer:	Find
Description:	Equipment manufacturer:	
Original part number:		
Se	earch	
Spare parts		
		- 1
	New	
	Сору	
	Edit	
Additional information		
No. of parts per unit:	Add to	
Drawing number:	equipment	
Position Number:		
Webaddresses (http://) or File/Server location (F:\ or \\) :		
Parts list:		
Manufacturer drawings:	Close	
Maintenance manual:	Close	

First we will set up the spare parts, after that we will link them to the equipment

After the New

OK

Click

- button on the previous screen the following screen will appear. We entered the data for an O-ring.
- after completion. The spare parts created are not yet linked to any particular equipment.
- It is recommended to enter all the spare parts at this stage.
- A supplier shall enter **a complete spare parts listing**, also parts not recommended to purchase for the first two years of operation. Those items will stay on record electronically for maintenance activities at a later stage.
- Enter the name of the equipment manufacturer. Do not enter name of Local agent (see page 9).
- The Original manufacturer Part no. & Name must be entered. The information of Spare parts as listed on page (24) must be entered in the optional fields. This information is used to identify duplicate spare parts between different SPIRs.
- The Part no. of parts manufactured by the equipment manufacturer should be entered under the Equipment manufacturer only.
- The standard Unit of Measure and Currency will be listed as entered under tables - default values.
- Enter your standard list price in your own currency. Discounts, mark-ups for packing, delivery terms, or a special currency can be included as required before printing and exporting the SPIR (pages 31-33).
- The **Delivery time** should be valid for the quoted INCO delivery terms.

Spare part no. or description too long?

E	Manage spare parts	s - [mode: add new]			23
ſ	Equipment manufactu	rer		Ì	
	Part number:	43869205			ОК
	Name mfr.:	Pump Co		•	Cancel
	Original spare part mar	nufacturer			
	Part number:	9555632			
	Name mfr.:	O-RING CO			
	Properties				
	Description:	O-ring, viton, 70SH			
	Unit of measure:	EA - EACH	Hazardous:		
	Dimensions:	40.87 x 3.53 MM	Shelf life:		
	Material:				
	MFC extra info				
			Commercial data in	original master spare	
			Unit price:		
			Lastest update:	9/10/2015 mm/dd/yyyy	
			Delivery time:	4 Weeks 🔻	
_					

Many Companies are using SAP systems, whereby the field lengths of the part number and description are limited to 40 characters, the same as in E-SPIR. Longer part numbers are very inconvenient for those SAP users. The part number and its description should be unique and contain sufficient information for the Purchaser to buy the spare parts. Unnecessary spaces, dashes or pre-fixes should be removed. If the part number is > 40 characters, the complete Part No can also be entered in the "Extra Parts Info" field. Do not use drawing or drawing position nos. as unique identifiers for the spare parts.

Bought-out (Commercial) Items

List of minimum required details for standard commercial items.

Non-Manufacturer related:

Bearings V-belts	 Bearing designation, preferably SKF number. BS/API specification no. with dimensions, cross section, nominal top width, standard length designation, oil resistant, anti-static, fire resistance. If ribbed, number of ribs.{correct typo}
Gaskets	: Type, material, pressure rating, nominal pipe size, gasket ID & OD, thickness. To: ANSI, BS, MSS, API, or standard configuration.
Plant gaskets	: Type, graphite filler, 316 spiral, 316 inner & outer ring, ID x OD x thickness.
Bolts & nuts	: Design spec, Material spec. bolt and nut, length and thickness.
Circlips	: Internal - outside diameter, thickness, for bore size. External - Inside diameter, thickness, for shaft diameter.
Fuses	: Voltage, current, type to BS, DIN, IEC
Bulbs/lamps	: Voltage, Wattage, dimensions, cap type, shape, IEC publication No.
E-motors	: Type number, voltage, power, all name plate details.
Manufacturer re	lated:
Instruments	: Prime mfr's name, unique part no., name plate details.
Relays/contactors	: Prime mfr's name, unique part no., name plate details.
Mechanical Seals	: Prime mfr's name, type & size, material specification, seal arrangement.
Couplings	: Prime mfr's name, type, model, size, order code.

This information is required to identify the **interchangeability** for this type of items. It is not acceptable for any Company that items are stocked several times in different places in the warehouse, without being aware of it.

Link spare parts

The O-RING created can now be linked by highlighting the part, filling-in the

Add to equipment

additional information (see next page), and click on

Add spare parts							×
Search criteria							
Part number:					Original ma	nufacturer:	
Description:				1	Equipment	manufacturer:	
					Equipmont		
Original part number:			_				
					Search		
6 spare parts found							
		Original part	Origina	al	Equipment		
Part number 🔺 D	Description	number		acturer	manufacturer		
25ABCD Im	npeller	251BCD	TEST		Pump Co		
382662972 Ga	asket spiral wn	855ABG	GASKE	ET CO	Pump Co		
385487825 Be	earing, ball	6304ZC3	BEARI	NG CO	Pump Co		
438296041 O-	ring, viton 70SH	9538528	O-RINO	G CO	Pump Co		
		4444a	Speed	Co	Pump Co		New
66674FU Fu	use, 12V, 2 A	7768	Fuse C	o	Pump Co		INCM
							Сору
							Edit
							Eat
Additional information							
No. of parts per unit:	1						Add to
Drawing number:	565622A						equipment
Position Number:	3						
Webaddresses (http://	.) or File/Server loc	ation (F:\ or \\) :					
Parts list:	http://www.pum	pco.uk/parts/80802	77733				
Manufacturer drawings:	http://www.pum	pco.uk/parts/80802	565622-	a			
Maintenance manual:							Close

We have filled in some details:

Position number

No of parts per unit : fill in quantity of spares installed in one equipment Drawing number

- : equipment drawing showing relevant spare part(s)
 - : position number of the spare part on the drawing

The 3 URL fields can be used as links to electronic documentation.

Once the SPIR has been transferred, your customer will be able to access this documentation by clicking on the relevant Web-address.

Additional information	
No. of parts per unit:	1
Drawing number:	565622A
Position Number:	3
Webaddresses (http://)	or File/Server location (F:\ or \\) :
Parts list:	http://www.pumpcomp.co.uk/parts/8080277733
Manufacturer drawings:	http://www.pumpcomp.co.uk/parts/8080565622-a
Maintenance manual:	

E Database: E_SPIR_S.mdb Image: Arrow Content of the section of the secti 🖮 📿 Q-12360 - Compressor skid E Compressor Air - COMP-AIR-557277288-HFD Control panel - Dashboard type 57333a-100b 🔆 001 - O-ring, viton 70SH Pressure Vessel - HC-36281-800x40

- The spare part has now been attached to the equipment in the left hierarchy diagram.
- Continue this process until all relevant spare parts are linked to the equipment listed

Note: When you link a spare part to equipment a copy is made of the item from the database. The price and delivery time can be changed manually (see page 35) per SPIR.

Give spare parts Advice

- When all relevant spare parts are attached to all the equipment, they can be seen in the left white box (open the SPIR and the related equipment with your mouse).
- Ensure that all spare parts are quoted required for possible use during the lifetime of the equipment. This information will be kept on file by your end-customer for future ordering.
- Before printing or exporting the SPIR your Advice is required on recommended quantities for purchase.
- Click on Advice

, on the right bottom of the screen.

E-SPIR - [Database: E_SPIR_Snorflo1.mdb]		
File Edit Supplier Tables Reports	s Data Help Tools	
📂 🗠		
 C-1234 - Specimen Pump SPIR Oli pump - 140-2200A 0002 - Bearing, ball 0003 - Gasket spiral wnd 316 Inne 0003 - Gasket spiral wnd 316 Inne 0003 - Gasket spiral wnd 316 Inne Speed Control Unit 4444a 0005 - Speed Control Unit (cort 0006 - Fuse, 12V, 2 A 	Project name: Oltopia Company: Topol Spare Pat Equipment manufacturer Pat number: 25ABCD	OK Close Find Edit spare Advice
Total no. of SPIRS: 1		
Ready		

The supplier spare part **advice quantities** can now be entered in the 3 white boxes.

Definitions of the three Spare Parts Advice fields (this might vary per customer, see purchase order)

- Commissioning Spares are those spares including special tools that are used during Construction and Commissioning. In the event that the commissioning spares have already been ordered with the equipment, the quantities of spares quoted in the E-SPIR under Commissioning Spares shall be identical to those spares ordered. Also <u>Capital spare parts</u> (already purchased) shall be entered in this box (for monitoring by purchaser).
- Initial Spares are required for use during the initial period of two years for operation of the plant after start up.
- Normal Operation Spares are required as a record for the life time of the equipment after the Initial Spares period.

E Spare part advice							×
SPIR information Description: Q-1234 - Spe PO number: 12345678 Image: Specific Structure 12345678 Image: Specific Structure 0001 - Impeller Image: Specific Structure 0002 - Bearing, ball Image: Specific Structure 0003 - Gasket spiral wn Image: Specific Structure 0004 - O-ring, viton 705 Image: Specific Structure 0005 - Specific Control U Image: Specific Structure 0006 - Fuse, 12V, 2 A	iH	Unit price: Delivery time: Spare part ad Supplier: Co	anufacturer 25ABCD Pump Co facturer 251BCD TEST Impeller 2000 20 vice	EUR Weeks Initial: 1	Last price update: Normal operati	mm/dd/yyyy	OK Cancel
Eq Model/Type	No eqpt	No spare	es	Total	Client Eqpt. I	Purch. Order	
Oil pump / 140-2200A	3	1		3	12345678		

- Note that the Impeller symbol now has a green tick instead of a red cross
- Data entry for this item is now complete
- Repeat entering the spare parts advice for remaining spare parts
- If you click on the next item your Advice quantities will be saved
- Click OK only after the last item has been completed.

Spare part advice				x	
SPIR information	Spare part information				
Description: Q-1234 - Specimen Pump SPIR +	Equipment manufacturer			ОК	
PO number: 12345678	Part number: 382662972			Cancel	
	Name mfr.: Pump Co				
	Original manufacturer				
🕀 👫 0001 - Impeller	Part number: 855ABG				
1 0002 - Bearing, ball	Name mfr.: GASKET CO				
0003 - Gasket spiral wnd 316 Inner & Outer ring	Name Int. GASKET CO				
⊕ 🌺 0004 - O-ring, viton 70SH ⊕ 🙀 0005 - Speed Control Unit (complete)	Description: Gasket spiral	wnd 316 Inner & Outer ring			
O006 - Fuse, 12V, 2 A	Unit price: 50		t price update: 9/18/2001		
	Delivery time: 4	Weeks	mm/dd/yyyy		
	Bolivery time. 4	WEEKS	min/dd/yyyy	Save and	
	Spare part advice			next item	
	Supplier: Commission: 3	the gas Waterp	box the intercha ket item 03 aga ump of this SPII	inst the Oi	
	7 Total no. of part	is installed EACH			
Eq Model/Type No eqpt	No spares	Total	Client Eqpt. Purch. Order		
Oil pump / 140-2200A 3	1	3	12345678]	
Water pump / 122-1010WA 2	2	4	12345678		

- When advice on all parts is completed, all symbols will be green.
- When all spare parts haven been attached to the equipment for possible use during its lifecycle and all advises have been entered the SPIRS will be complete.
- The Icon of the SPIR will also turn to green

OUD 1 - Impeller S OUD 2 - Bearing, ball OUD 3 - Gasket spiral wnd 316 Inne OUD 4 - Oring, viton 705H Water pump - 122-1010WA OUD 3 - Gasket spiral wnd 316 Inne OUD 3 - Gasket spiral wnd 316 Inne Speed Control Unit - 44444a OUD 5 - Speed Control Unit (corr OUD 6 - Fuse, 12V, 2 A	Project name: Spare Part Equipment ma Part number: Name mfr.: Original manuf Part number: Name mfr.:	inufacturer 382662972 Pump Co facturer 855ABG	Company: Topoil		OK Close Find
0002 - Bearing, ball 0003 - Gasket spiral wnd 316 Inne 0004 - O-ring, viton 705H Water pump - 122-1010WA 0003 - Bearing, ball 0003 - Gasket spiral wnd 316 Inne Speed Control Unit - 44444a 0005 - Speed Control Unit (corr 0006 - Fuse, 12V, 2 A	Part number: Name mfr.: Original manuf Part number:	382662972 Pump Co facturer 855ABG			
O004 - O-ring, viton 70SH Water pump - 122-1010WA 0002 - Bearing, ball O003 - Gasket spiral wnd 316 Inne Speed Control Unit - 44444a O005 - Speed Control Unit (corr O006 - Fuse, 12V, 2 A	Name mfr.: Original manuf Part number:	Pump Co facturer 855ABG			Find
 O002 - Bearing, ball O003 - Gasket spiral wmd 316 Inne Speed Control Unit - 44444a O005 - Speed Control Unit (control Unit (control Unit - 120, 2006 - Fuse, 12V, 2 A 	Original manuf Part number:	facturer 855ABG			
0003 - Gasket spiral wnd 316 Inne Speed Control Unit - 4444a 0005 - Speed Control Unit (corr 0006 - Fuse, 12V, 2 A	Part number:	855ABG			
0005 - Speed Control Unit (con 0006 - Fuse, 12V, 2 A					
0006 - Fuse, 12V, 2 A	Name mfr.:				
E		GASKETCO			
	Description:	Gasket spiral wnd 316 Inner & Outer ring	Unit price: 50.00	EUR	
C	Drawing no.:	565600	Delivery time: 4	Weeks	
F	Position no.:	6	Parts per unit: 1	EACH	
17	Dimensions:	DN200 CL150	Hazardous:		
	Material:	Graphite	Shelf life:		Edit sp
	MFC extra				Lucitop
	info				Advic
		s (http://) or File/Server location (F:\ or \backslash	\) :		
	Parts list:			Go	
	Manufacturer	drawings:		Go	
	Maintenance	manual:		Go	

Print SPIR

Enter your Company Logo

Your Company Logo can be entered in E-SPIR for presentation in its reports. The logo will <u>not</u> be sent to the <u>Client in the exported ASCII file of the Supplier SPIR.</u>

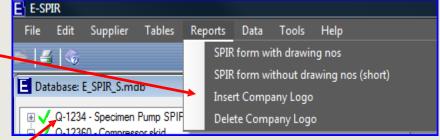
To enter a logo first copy the logo file to your copied E-SPIR data folder. The program will always retrieve the logo from this place.

Export the E-SPIR before printing

While exporting a SPIR, the revision number will increase from 0.00 to 1.00, or e.g. 1.00 to 2.00 for a revision. The SPIR report will have the same revision number when printed after the export.

- Select the relevant SPIR in the white box
- Click on menu bar Reports and select SPIR Form with (1)or without (2) drawing nos. Report (2) prints in less pages for major SPIRs with many identical spare parts installed.
- The screen below will appear:

	oressor skid			ОК
				Close
0		%		
EUR	2005/04/13	-	Do not change	
	_			



Price adjustments

If your prices are standard ex works, you may consider to increase the spare parts price with e.g. 2% for delivery FOB.

- The price mark-up can **never** be seen by the customer, also not in the ASCII export file.
- Price adjustments will also not change prices on the screen and in the database (see page 35).

Currency

The currency selected for export will normally be the default currency used for the spare parts created. The currency of the total SPIR can be changed on this pop up screen for the print or export. To change the currency on the screen, go to page 34. Please first check the exchange rates in the system under tables.

Reason for revision

Only fill in if the SPIR has to be resubmitted. Remarks will be printed on the form.

 Click OK and follow the instructions on the next screen to print the SPIR form.

Export SPIR

E-SPIR - [Database: E_SPIR_S.mdb] File Edit Supplier Tables R ✓ Q-1234 - Specimen Pump SPIR ✓ Q-1234 - Specimen Pump SPIR ✓ Oil pump - 140-2200A ✓ 0001 - Impeller	orts Data Help Too Export SPIR for Export Multiple View Import Lo	Client Spires XML
 0002 - Bearing, ball 0003 - Gasket spiral wnd 316 Inner 0004 - O-ring, viton 70SH Water pump - 122-1010WA 0002 - Bearing, ball 0003 - Gasket spiral wnd 316 Inner Speed Control Unit - 44444a 0005 - Speed Control Unit (comple 0006 - Fuse, 12V, 2 A 	Import Spare P Export Serial & Import Serial & Import Serial & Export Spare P Export Spare P Import Spare P Import SPIL Fil	Tag Number Table

To export a SPIR, select the relevant SPIR in the white box.

Click **Data** and select **Export SPIR for Client.** The screen below will appear:

The pop-up screen is the same as described on the previous page when printing the SPIR

See comments on the previous page for Price adjustment, Currency and Reason for revision.

Click OK and select the location for the export file on the next screen.

Project properties	A Gener		X
SPIR description: Q-12	2360 - Compressor skid		ОК
SPIR properties			Close
Price adjustment:	0	%	
Currency:	EUR 2005/04/13	Do not change	
Reason for revision:			
Warning: print E-SPIR b	efore exporting file to ensure cor	rect revision number on E-SPI	R print

Export SPIR

Select location to sa	ave file		1.0	-	- Magaza	X
OO - 📕 « Do	cume	nts 🕨 DataSu	pplierSPIRs		Search	Q
🖣 Organize 👻 🏭	Views	👻 📑 Ne	w Folder			0
Favorite Links		Name	Date modified	Туре	Size	Tags
Documents			No ite	ms match yo	our search.	
Desktop						
🕮 Recent Places						
👰 Computer						
Pictures						
Music						
Recently Changed						
B Searches						
Public						
Folders	^					
File name:	S3244	545_20114911	431.xml			
Save as type:	ESPIR	XML file (*.xn	nl)			
Hide Folders					Save	Cancel

- Location (e.g. CD/DVD or job folder
- Click Save and the file will be saved as a xml file. This is the standard file format. If the client is requesting ascii format this can be
 / selected here.
- From here the file can be mailed or e-mailed.
- Do not change the file name, which is the Equipment P.O. no with a date & time stamp.
- Revisions of SPIRs should normally be sent by E-mail.



E-SPIR for the original equipment P.O. no xxxxxxxxxx Attn: Mr. Yyyyyyyyyyy + address details.

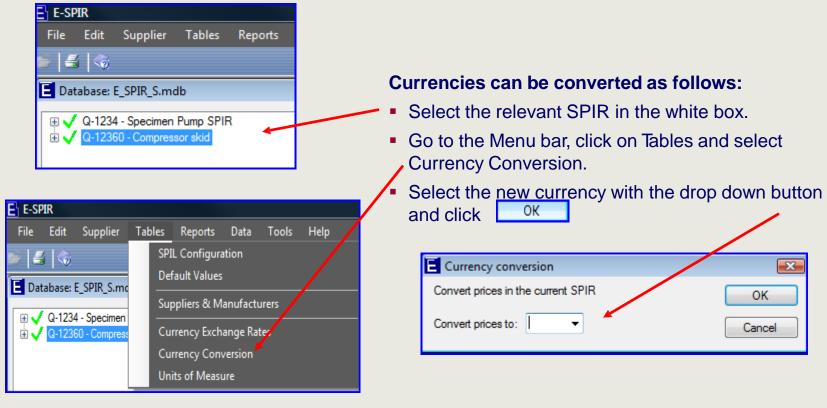
Please ensure that drawings and manuals are attached to the SPIR, if the relevant documentation is not linked electronically.

Notes:

- Do never change the exported xml or ascii file.
- Do not send different SPIRs under the same Purchase Order reference.

Before changing the currency you should understand the following:

- Currencies can be converted when you export your SPIR. In that event you do **not** see prices of the changed currency on the screens, but only on the SPIR print and in the export file.
- The currency of prices on the screen can be converted **per SPIR only** as described below. The currencies of prices on the print and in the export file of the same SPIR will not be converted. To change those currencies follow the instructions as per the instructions on pages 31-32. Also the currencies of identical items in your database and in other SPIRs will not be changed.
- Before changing a currency first check/adjust the exchange rate under Menu, tables and currencies.
- When you link a spare part to an E-SPIRs a copy item is made from the spare part in your database.



Change Price or delivery time

- • ×

OK

Close

Find

Edit

Advice

....

EUR

Weeks

EACH

Go

Go

Go

Unit price: 15.00

Delivery time: 2

Hazardous

Shelf life:

Parts per unit:

Before changing prices you should understand the following:

Current spare part

Last price update:

Delivery time: Only fill in if requested Dimensions

Material:

Unit price:

15.00

9/18/2001

20 X 5 mm

2 Weeks

FUR

mm/dd/yyyy

Original spare part

Delivery time:

Unit price:

15

2

EUR

Weeks 🔻

- Spare parts created or imported in the program become <u>database</u> items. They are not linked to SPIRs.
- When you link spare parts to SPIRs a copy item E E-SPIR File Edit Supplier Tables Reports Data Tools Help (SPIR item) is made from a database item. 14 🗠 E Database: E_SPIR_S.mdb If you change the prices or delivery time of a 🗸 🗸 Q-1234 - Specimen Pump SPIR SPIR item after a SPIR has been created, the Project name: Oiltopia Company: Topoil Q-12360 - Compressor skid Tompressor Air - COMP-AIR-557277288-HFD Spare Part database item will not change and visa versa. Equipment manufacture Control panel - Dashboard type 57333a-100b 👯 003 - Gauge,pressure,0-10 Bar,100mm dia, 1/NPT Part number: 66674FU 004 - Fuse, 12V, 2 A Name mfr.: Pump Co Change a price 001 - O-ring, viton 70SH 002 - Gasket spiral wnd 316 Inner & Outer ring Original manufacturer 006 - Rotor, 316SS Edit Highlight a spare part and click on 007 - Bearing, ball Part number: 7768 🐉 008 - Element, air filter Name mfr.: Fuse Co sure Vessel - HC-36281-800x40 2002 - Gasket spirel wnd 316 Inner & Outer ring Description: Fuse, 12V, 2 A 2005 - Studbolt, w/nuts, A195-07,2/4in x 130mm Drawing no.: 565833a The screen below will appear. You can Position no.: 12 oly fill in if requested change the price in this box 20 Y 5 m Dimensions Material Extra parts Slow info Webaddresses (http://...) or File/Server location (F:\ or \\...) : X Manage spare parts - [mode: edit] Parts list Equipment manufacturer Manufacturer drawings OK 66674FU Part number Maintenance manual Name mfr.: Pump Co Cancel Original manufacturer Part number: 7768 Name mfr Fuse Co Properties Fuse, 12V, 2 A Description: Unit of measure EA •

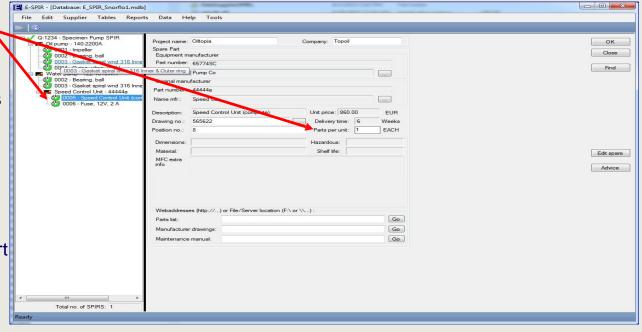
Sub-equipment as a spare part

- Replacing complete Units might be cheaper for an operator than repairing the items onsite. In that event Suppliers should offer the complete main or sub-equipment as a spare part (see item 005)
- Alternatively set up both, main or sub-eqpt complete with Serial & Tag nos as described on pages 18-19 and a Spare Part Unit with the Eqpt. description as the Spare Part description and the Eqpt Model/type No. as the spare parts No.
- Thereafter add other spares as required to the sub equipment.

Note:

For all bulk equipment at least one complete unit must be quoted as a spare part, by creating the unit as a spare part and attach it to the equipment.

E-SPIR - [Database: E_SPIR_Snorflo1.mdb]	1	
File Edit Supplier Tables Report	rts Data Help Tools	
📂 🗠		
	Project name: Ottopia Company: Topol Equipment manufacturer: Pump Co Image: Control Unit Equipment description: Speed Control Unit Manuf. Model/Type No.: 44444a	OK Close Find Sub-Equipm Add spare part
Total no. of SPIRS: 1		



Import many Tag numbers

Import (many) Tag numbers for one SPIR

Equimpment manufacturer:	Pump Co	•	ОК	
Equipment description:	Instrument analyser		Cancel	
Manuf. model/type number:	Analyser 502/AB			
lumber of units:	150		Add spare part	
Bulk item				
quipment serial number:				
lag number:	•			
)ther documents submitted:				

Enter details in table

- While exporting an Excel spreadsheet as below is created, in which only the Equipment Serial & Tag numbers can be entered or updated. Do not add or delete any columns or rows in the spreadsheet.
- When completed go to the same Data Menu and select:

SPIR ref & SPIR description | Eqpt description | Eqpt Model/Type Supplier Serial No (max 30 char) TAG No (max 30 char) ParentTAG Do not change Do not change Do not change Can be changed Can be changed Do not change 222222222 - Compressor Speed Control Unit 44444a CS-6001 CS-6001 22222222 - Compressor Speed Control Unit 44444a 22222222 - Compressor Speed Control Unit 44444a CS-6002 22222222 - Compressor Speed Control Unit 44444a CS-6002

By returning to the E-SPIR program you will see the Equipment & Tag numbers loaded.

Many Sub-equipment TAG numbers

 For sub-equipment the same procedure can be repeated. First import the main equipment Tag numbers. Thereafter Sub-equipment Tag number data can be entered in the newly exported spreadsheet, whereby the main equipment Tag numbers are presented in the column ParentTAG.

If many Tag no data must be provided the details can be entered in an Excel Spreadsheet as follows:

- Enter the Description and Model/Type No.
- Enter the Number of (identical) units (e.g. 150)
- Tick the "Bulk item" box, do not fill in any Serial or Tag Number and click OK.
- Go to the Menu data and select:

Export SPIR for Client Export Multiple Supplier SPIRs XML View Import Log Import Spare Parts Export Serial & Tag Number Table Import Serial & Tag Number Table Export Spare Parts Information Import Spare Parts Information Import SPIL File

Create a spreadsheet with spare parts details for one SPIR

Spare parts details can be updated in an Excel spreadsheet outside the program. The fields which can be updated are limited to sub-suppliers information, optional fields and the Advice quantities.

different names).

Click page

OK and go to next

Export spare part information	 Click on <u>Export Spare F</u> Information and the screen 		
Add	on the right pops up.	een Export Serial & Tag Number Table Import Serial & Tag Number Table	
Edit Delete	 Click on <u>Add</u> and the sc below pops up. 	Export Spare Parts Information Import Spare Parts Information	
		Import SPIL File	
	Detail for set	The second se	X
	Name of set	ОК	$\langle \rangle$
	Advice quantity fields	Canc	
	Select fields to export	Carc	Jei
	🗌 Item no.	Hazardous (modifiable)	
	Supplier SPIR ref.	Shelf Life (modifiable)	tall
Export Cancel	Purchase order	Extra parts info (modifiable)	
	SPIR Description	Unit price	ct all
	Spare Part Description	Unit currency	
Tick the boxes of the fields you	Equipment manufacturer part no	Delivery time & type	
wish to update	Equipment manufacturer name	Supplier advice commission	
Give a name for the set of export	Original manufacturer part no	Supplier advice initial	
fields (various different	Original manufacturer name	Supplier advice normal operation	
spreadsheet can be created under	Dimension (modifiable)	Unit of Measure	

Material (modifiable)

Update many spare parts details

Data

Help

Tools

Export Multiple Supplier SPIRs XML

Export SPIR for Client

View Import Log

Export spare part information

Defined export sets

Advice quantity fields

Add

Edit

Delete

Export
Cancel

Update many spare parts details

Update spreadsheet spare parts details for one SPIR

- The previous popup screen is shown again with the <u>name</u> of the spreadsheet.
- Select the <u>name</u> of the set and click



Thereafter an Excel spreadsheet as below is created

Enter details in table

- Data can be entered or updated in the green fields only.
- Do not add or delete any columns or rows in the spreadsheet.

ltem no	Supplier SPIR ref	Equip Purch Order	SPIR description	Spare Part Description	Supplier commission	Supplier initial	Supplier norr
Do not c	: Do not change 👘	Do not change	Do not change	Can be changed 🛛 🖌 🦊	Can be changed 🛛 🔻	Can be change	Can be chang
1	Q-1234	12345678	Specimen Pump SPIR	Impeller	2	2	2
2	Q-1234	12345678	Specimen Pump SPIR	Bearing, ball	0	0	2
3	Q-1234	12345678	Specimen Pump SPIR	Gasket spiral wnd 316 Inner & Outer ring	3	3	3
4	Q-1234	12345678	Specimen Pump SPIR	O-ring, viton 70SH	3	3	3
5	Q-1234	12345678	Specimen Pump SPIR	Speed Control Unit (complete)	0	0	1
6	Q-1234	12345678	Specimen Pump SPIR	Fuse, 12V, 2 A	2	2	4

 When completed go to the Data Menu and select:

Data	Help Tools
	Export SPIR for Client
	Export Multiple Supplier SPIRs XML
	View Import Log
	Import Spare Parts
	Export Serial & Tag Number Table
	Import Serial & Tag Number Table
	Export Spare Parts Information
	Import Spare Parts Information
	Import SPIL File

Г

After import of the spreadsheet the spare parts fields in the SPIR will have been updated with the data from the spreadsheet.

Copy SPIR or equipment

Before copying SPIRs or Equipment with their spare parts you should understand the difference between database items and items linked to SPIRs: Please read pages 34. Supplier Tables Repo

Copy SPIR

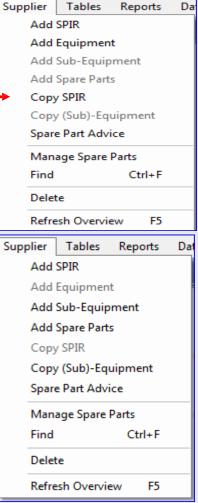
- Highlight the SPIR to be copied with your mouse.
- Click on the right mouse button and select the <u>Copy Spir</u> option
- A pop up screen will appear to the enter a new SPIR name.
- Equipment information such as serial and Tag numbers need to be re-entered
- The quantities of equipment in the copied SPIR might be different form the original SPIR. Therefore the quantities for Advice might have to be revised.

Copy equipment

- Highlight the equipment in the SPIR to be copied with your mouse.
- Click on the right mouse button and select the <u>Copy (Sub)-Equipment</u> option
- A pop up screen will appear to the guide you to the target SPIR or equipment for the equipment to be copied.
- Equipment information such as serial and Tag numbers need to be re-entered
- The quantities of equipment in the copied SPIR might be different form the original SPIR. Therefore the quantities for Advice might have to be revised.

Currency, prices and delivery times

Warning: When you copy a SPIR and/or equipment complete with spare parts, the currency, prices and delivery times will be the same as those from the original database item and **not** from the SPIR copied (see page 34 for details).



Data import

Importing a spare parts list in the database

Spare parts listings can be imported in your E-SPIR next database with an Excel file. Once these spare parts are imported they can be linked to equipment for which SPIRs are required.

It is suggested to use the specimen import file <u>Spare parts upload supplier.xls</u> available in the E-SPIR next data folder. The Column Headings show the field lengths and which fields are mandatory or optional.

	A	В	С	E	F	G	Н		J	K	L	M	0	Q
1	Mandatory	Optional	Optional	Mandatory	Optional	Optional	Optional	Mandatory	Mandatory	Mandatory	Mandatory	Optional	Mandatory	Optional
2	Description (component)	Orig Manuf. Name	O M Part No.	UOM	Dimensions	Hazardous	Shelf Life	Equip Man Part No.	Currency	Unit Price	Supplier	Additional Information	Delivery	Material
3	40 characters	30 characters	40 characters	3 characters	32 characters	40 characters	18 characters	40 characters	3 characters	16 characters	30 characters	60 characters	(wks)3char	40 characters
4				Y					•				Y	
5	Terminal unit			EA				23AB86HK61GP22679	EUR	1140.52	Skidco	Surface mounted	8	
6	Converter, 24VDC-300MA	Calco	AB0009HE	EA				23AB86HK61GP22532	EUR	1860.32	Skidco		8	Forged/Monel
7	Performance controller			EA				23AB86HK61GP22238	EUR	6606.63	Skidco	Certified	8	Forged/Monel
8	Antisurge controller			EA				23AB86HK61GP22091	EUR	186.87	Skidco	Wall mounted/100	8	
9	Gasket, paper	Paper Cy	24-555-PAP	SET			24	37AB86HK65GH42944	EUR	145.1	Skidco		4	
10	Mechanical seal, SICA/Carbon	Sealco	12.3444.MS	EA				37DB43SF65GH42797	EUR	7493.72	Skidco		8	
11	Seeger ring			EA				23AB86HK65GH42650	EUR	358.7	Skidco		8	Oil resistant
12	Foam pump	Pumpco	25HS38	EA				23AB86HK65GH42503	EUR	1788.73	Skidco		8	CS housing
13	Control thermo heater			EA	+80 to +120			23AB86HK65GH42356	EUR	794.8	Skidco	Thermowell mounted	8	
14	Overtemp.limiter heater			EA	+120 to +160			23AB86HK65GH42209	EUR	216.3	Skidco	Thermowell mounted	8	
15	Flex.coupling element,			EA	-40 to +40		24	23AB86HK65GH42062	EUR	637.75	Skidco		8	
16	Oil skim scraper	Pumpco	AC65-8ff38	EA				AB86HKDB43SF50621	EUR	6852.1	Skidco		12	
17	Casing wear ring	Bearingco	2306-AZ	EA	Ø325/306X60mm			AB86HKDB43SF50474	EUR	727.3	Skidco		12	St. Steel Aisi 316
18	Bearing, Ball	Bearingco	1234-AB	EA	12x14x133			37DB43SF61GP22327	EUR	376.94	Skidco		4	
19														
20														

The following notes <u>must</u> be observed:

- 1: The Suppliers spare parts table must contain a <u>Currency code</u> and <u>Unit of Measure</u> such as EA (each), M (meter), etc. These codes **must** be the same as used in this E-SPIR program (refer to <u>tables</u>, <u>Currencies</u> and <u>Units of Measure</u>).
- 2: Each spare part must start on a new line. The first 4 column headings will be ignored during import.

The *.xls file with the mandatory fields completed can be imported in E-SPIR under the menu bar Data, Import spare parts.

During the upload process the program will create a log file, presenting upload errors and data changes for values already existing in the database. The log file will present the old and new values. The log file can be found in the same directory from where which the import file was imported. The log file name is equal to the import file with the extension "log".

Changes in E-SPIR Next version 8.33 compared with version 7

Windows Vista/W7/W8

Program V8.33 is ready for installation under Windows Vista, Windows 7 and Windows 8.

Upload SPIL

Complete SPIL's can now be uploaded, including the link spare part to Equipment.

Technical information

After installing the E-SPIR program the following files are listed in the subsequent directory.

If you have any questions about the installation of E-SPIR please check with E-PIR.Helpdesk@Mainpro.com

\Program Files (x86)\E-SPIR Next Supplier V8.33

DataSupplierSPIRs	6/14/2015 2:19 PM	File folder	
🚳 adodb.dll	6/9/2015 2:49 PM	Application extens	108 KB
End User License Agreement Supplier.txt	6/9/2015 2:49 PM	Text Document	2 KB
E Espir.exe	6/9/2015 2:49 PM	Application	2,407 KB
Espir.exe.config	6/9/2015 2:49 PM	CONFIG File	6 KB
🗄 e-spir.ico	6/9/2015 2:49 PM	Icon	1 KB
Spir_Business.dll	6/9/2015 2:49 PM	Application extens	595 KB
🗟 Espir_Data.dll	6/9/2015 2:49 PM	Application extens	564 KB
Spir_Properties.dll	6/9/2015 2:49 PM	Application extens	209 KB
🟃 E-SPIRnext Supplier 8.31 Guide.pdf	6/9/2015 2:49 PM	Adobe Acrobat D	1,524 KB
Example currency update.xls	6/9/2015 2:49 PM	Microsoft Excel 97	38 KB
Microsoft.Office.Interop.Excel.dll	6/9/2015 2:49 PM	Application extens	1,247 KB
Microsoft.Office.Interop.Outlook.dll	6/9/2015 2:49 PM	Application extens	899 KB
Nicrosoft.Vbe.Interop.dll	6/9/2015 2:49 PM	Application extens	63 KB
🚳 office.dll	6/9/2015 2:49 PM	Application extens	407 KB
Sample_SPIL.xls	6/9/2015 2:49 PM	Microsoft Excel 97	73 KB
Spare parts upload Supplier.xls	6/9/2015 2:49 PM	Microsoft Excel 97	37 KB
🚳 stdole.dll	6/9/2015 2:49 PM	Application extens	22 KB
SupDraw.xlt	4/15/2015 10:10 PM	Microsoft Excel Te	64 KB