

Asset Visibility – Three Things to Know About Your Assets

The lifeblood for facility management revolves around the proper care and maintenance of store location assets. Having a system that records and reports on each of your assets individually and collectively is key to smart facilities decision making. Facility managers should always have insight and data surrounding three key items:

- (1) The repair history of an asset
- (2) Any supporting asset documentation
- (3) If an asset is under warranty

Asset Repair History

The Work Order Network records key pieces of information for each of your asset across all of your locations. As a best practice, an assets unique name, number, model and manufacturer information should be kept current so that reports can properly reflect your asset information individually, regionally, and as a whole.

Assets		Attributes	
Items	Name	Value	
Combo Oven Range	Item Name:	Hood Exhaust Fan	
Hood Exhaust Ductwork	Model Name:	Hood Exhaust Fan	
Hood Exhaust Fan	Asset Number:	1576	
	Item ID:		
	Manufacturer:	AirWise	
	Model Number:	42b	
	Notes:	Takes up to two weeks for delivery	
	Serial Number:	57h89r5	

| Save |

Figure 1 – Asset Attributes

Along with attribute information, all work orders performed during an assets lifecycle are recorded and attached as part of the asset's work order and service history. By containing the service history on an asset in one centralized location, facility managers can make informed decisions as to the actual current value of an asset, the frequency of its repair needs, and whether it makes more sense to replace the asset based on the on-going cost of repair.

Asset Visibility – Three Things to Know About Your Assets

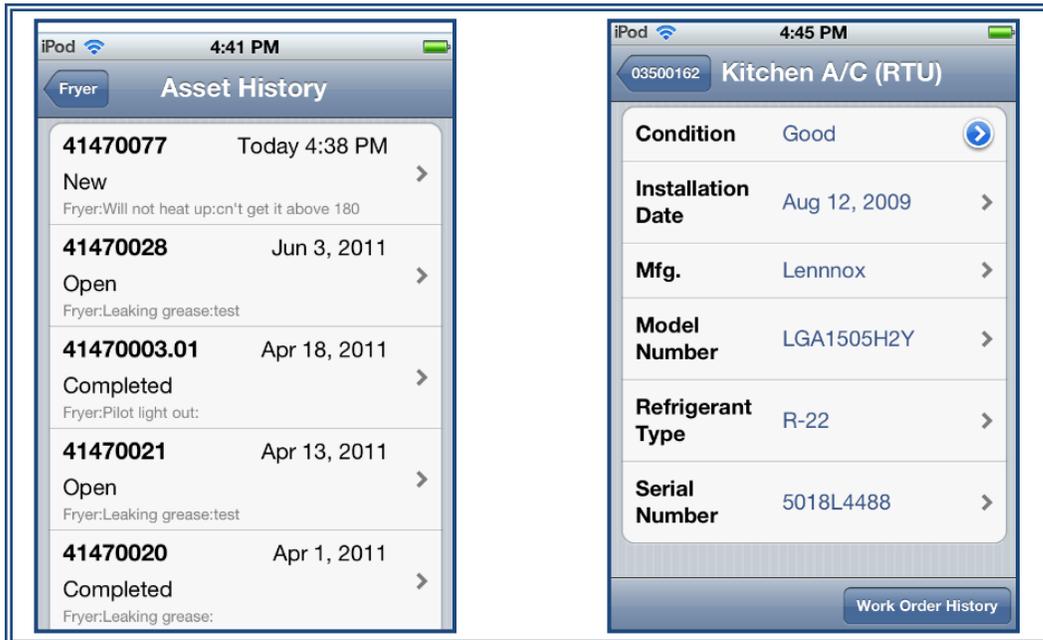


Figure 2 – Mobile Asset Work Order History & Condition Information

Supporting Asset Documentation

Service Contracts, warranty details, pictures, insurance information, and any other type of supporting documentation can all be uploaded and associated to any given asset. Move away from file systems and folders containing your assets supporting information and attach documents electronically to the assets they are associated with. No piece of information ever falls through the cracks when you need it most.

Assets		Documents		[Add Document]
Items	Title	Type	End Date	
Combo Oven Range	Installation Contract	Service Contract		
Hood Exhaust Ductwork	New Hood Exhuast Fan	Picture		
Hood Exhaust Fan				

| Save | [Delete Document]

Figure 3 – Asset Warranty Details

Asset Warranties

Automatically assign a 30 day warranty on every asset for every service repair performed. If service is requested on the same asset within the warranty period, you'll be automatically notified. With invoices clearly marked as "under warranty" upon submission, accounting can dispute invoices submitted by vendors with anything other than a \$0.00 amount. All current and past warranties associated with a specific asset are tracked in a history log, detailing who the warranty is with, the work order number associated with the warranty, and the number of days till warranty expires. [Learn More](#)



Figure 4 – Asset Warranty Details



Corrigo Headquarters
8245 SW Tualatin Sherwood Rd
Tualatin, OR 97062

www.corrigo.com
877.267.7440

Corrigo Silicon Valley
1900 S. Norfolk St.
Suite 100
San Mateo, CA 94403

Corrigo Atlanta
4080 McGinnis Ferry Road
Suite 703
Alpharetta, Georgia 30005