

Work Orders

 help.fractal.com/hc/en-us/articles/25146348818445-Work-Orders

This section centralizes the configuration of behavior and operational control of Work Orders (WOs). From here, it is possible to define rules that affect the execution, validation, traceability, and consistency of the information recorded in the WOs, adapting the system to the processes of each organization.

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Description
☐ Allow adding attachments in finished WO's
☒ Allow end / cancel WOs with pending material requisitions
☐ Set the end date of out of service of the assets with the date of completion of the task (by default is the end date of the V
☐ Allow assigned human resources to be responsible for the work order (Multi-responsible)
☒ Allow editing of the real used qty with pending material requisitions
☒ Allow to qualify the WO even though it is under review
☐ Filter human resources according to the selected profile (Within a task)
☒ Allow updating triggers with active WOs
☒ Establish mandatory completion of the failure catalog
☒ Automatically generate link to share all WO

Options and Permissions:

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☒	Allow adding attachments in finished WO's
☒	Allow end / cancel WOs with pending material requisitions
☒	Set the end date of out of service of the assets with the date of completion of the task (by default is the end date of the WO).
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☒	Allow to qualify the WO even though it is under review
☒	Filter human resources according to the selected profile (Within a task)
☒	Allow updating triggers with active WOs
☐	Establish mandatory completion of the failure catalog
☒	Allow automatic WO generation to be triggered by the scheduled date
☒	Allow mandatory signature in Compliance and Security forms
☒	Allow advanced cancellation options for work orders
☐	Enable task end or stop reason
☒	Automatically generate link to share all WO
☐	Restrict entry of simultaneous time on multiple tasks.

- **Allow adding attachments to completed WOs:** Fractal One is fully auditable software, complying with the most important quality standards. For this reason, once the WO is completed, it cannot be canceled or edited. However, enabling this permission allows adding attachments (notes, links, or files) to completed WOs.
- **Allow completing/canceling WOs with pending material requisitions:** By default, Fractal One does not allow a WO with pending material requisitions (meaning the material has not yet been released from the warehouse module) to be completed or canceled, requiring the corresponding warehouse process to be performed. However, enabling this permission allows completing or canceling a WO for which the material requisition has not been delivered from the warehouse.

- **Set the out-of-service end date of assets to the task completion date:** By default, the out-of-service end date is the date the WO linked to the task is completed. Enabling this option sets the out-of-service end date to the task completion date (that is, the final execution date):
- **Allow assigned human resources to be responsible for the WO (multi-responsibles):** Enabling this function allows any user with a technical profile (or limited technical) added as human resources within a WO to see the WOs in which they participate as the service executor. Remember that if this option is disabled, a user with a technical profile can only see WOs where they are declared as 'responsible'.
- **Allow editing the actual quantity used with pending material requisitions:** By default, the actual quantity used for inventory-type resources is set according to the warehouse output, but enabling this option allows editing this field (actual quantity used) within the WO:
- **Allow rating WOs under review:** Enabling this function allows rating the WO that is under review, since if disabled, rating is only allowed when the WO moves from 'in process' to 'review' status.
- **Filter human resources by selected profile (within a task):** Enabling this function, when selecting a Human Resource profile within a task, the human resource source will show only those resources that have that profile in the 'ordinary hour value' field.
- **Allow updating triggers with active WOs:** This functionality allows modifying task triggers even when work orders are in process or under review.
- **Set mandatory completion of fault catalog:** If enabled, all fault details must be registered before completing the WO. If disabled, the WO can be completed without filling out the fault catalog.
- **Allow automatic WO generation to activate by scheduled date:** With this option, the system can generate the WO using the scheduled date according to the permission enabled for each user or company. A specific permission is incorporated that defines if the WO should be generated with the scheduled date, and the action "Generate Work Order with:" is adjusted to respect this configuration.
- **Require mandatory signature on Compliance and Safety forms:** When this option is enabled, the system requires users to electronically sign the forms before completing any action or process.

- **Allow advanced WO cancellation options:** WO cancellations offer multiple alternatives: cancel only, cancel and automatically reschedule tasks according to the plan's periodicity, or cancel and generate a new WO with manually defined execution dates.
- **Analyze compliance without monthly restriction:** This option allows adjusting the planned task compliance graph to analyze information without monthly limitation. The configuration facilitates evaluation by date range, considering planned tasks, tasks scheduled in Work Orders, and consistently completed tasks.
- **Automatically generate the link to share all WOs:** Enabling this function allows generating automatic links to share WOs.
- **Restrict simultaneous time entry on multiple tasks:** Allows restricting a human resource from working simultaneously on tasks belonging to different Work Orders. When this option is enabled, the system validates both task start times and manual time records to avoid overlaps.
- **Assign dependent auxiliary failure catalogs:** When creating an unplanned task with a failure, the system dynamically filters the options based on the selections made, showing only the causes and detection methods related to the selected failures.
Assign dependent auxiliary task catalogs: When this option is enabled, selecting a task type causes the system to dynamically filter the classifications, showing only the dependent categories.
Calculate task progress using mandatory subtasks only: When this option is enabled, Fractal One calculates a task's progress percentage considering only mandatory subtasks; otherwise, it shows all associated subtasks, both mandatory and optional, in the progress percentage.

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Prefix

OT

Sequence

1017

Suffix

UFSM

Here you can customize the numbering sequence that Work Orders will have regarding prefix and suffix, along with the issuance sequence of generated work orders.

Note: Once you have made the necessary edits, you must click the save button to apply the changes made.