

## FSYS - Facilities Systematization methodology: an effective tool developed by ManWinWin Software to organize & structure assets in facilities of any type

**FSys** is a functional systematization methodology – a standard – created and constantly updated by our company. It is being used today in hundreds of facilities that we work with and it provides a practical, functional subdivision of technical and financial information of a facility of any type.

Important note: this article is intended to share this methodology with you through the application we have published in our website (see below). I hope it is useful for you, and I hereby invite you to send your comments and suggestions (see below how), we genuinely welcome this feedback and we will keep publishing and sharing all updates to FSys.

FSys consists of a technical ‘tree’ structure covering all aspects of building/facility specification and it can be used with any software application, if you have one, or simply to organize the information related to assets.

As most methodologies and standards, the main goal of the FSys standard is to help companies organize and control operations by tying together their procedures such as maintenance, technical records, costs and others (although for costing purposes, additional coordinates – cost center codes, for example – are usually required).

### FSYS – BACKGROUND

**FSys** is a functional systematization methodology developed by ManWinWin® Software, a maintenance management consultancy and software development company with more than 35 years of experience and know-how in this area.

It has been developed to be used with the maintenance management software (CMMS) *ManWinWin*, but can easily be used with any other application or simply used to organize the information related to assets.

### FSYS – THE CODING STRUCTURE

The functional systematization consists of a three-digit code, as in the following examples:

- 124 – Fixed firefighting (water based)
- 327 – Sanitary hot water production and distribution
- 400 – Fleet and vehicles

Where:

- First digit = *Major Group* (1 to 4)
- 2nd digit defines the *sub-group*: 12 = Fire, safety and security systems; 32 = Production and distribution of hot water; 40 = Fleet and control equipment

- 3rd digit defines the *system*

Further to the root systematization with the 3-digit code, second level systems can be developed as required to cope for more complex installations, example:

- 124.001 – Fire tank no. 1
- 124.002 – Fire tank no. 2
- 124.003 – Fire pump set
- 124.004 – Sprinkler system
- 124.005 – Fire hydrants
- ...
- 327.001 – Sanitary hot water rooms
- 327.002 – Sanitary hot water swimming pool bath

As a rule, the 3-digit root systematization should not be changed, as it is part of an overall concept. Should it be changed, it would imply the change in the description of the scope of the system and, in most cases, alterations in related systems.

The descriptions of the second level systems, on the other hand, should be made by the User, complying with the consolidated language in the organization. In a particular organization, root and second level systems can coexist.

## FSYS – THE APPLICATION AND HOW TO USE IT

FSys standard is published through a WEB application available in our website:

<http://manwinwin.com/en/fsys/>.

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An outline of the systematization in MS Excel – Fsys\_AerialView – can be obtained in our website.

Working with the application is simple:

First, remember that you have to decide the scope of your management, the deepness and the perspective under which you shall be looking at the things:

- Are you to manage the lighting systematically or you shall consider it as part of your class rooms and corridors?
- The windows are to be looked as a closing means of your building or as part of your class rooms?
- Are you concerned with energy consumption? Normally you will be, therefore, you have to set the energy meters as a maintenance item.

Working with the application is simple. Start from the very beginning and proceed sequentially:

1. Go to <http://manwinwin.com/en/fsys/>
2. Choose the language – Portuguese or English
3. Open / close tree branches – read descriptions on the right

Simple searches:

4. In the <Search...> field write “boiler”. Press <Enter> or the *Lens* to get the possibilities.
5. Select each one and read the description. Try other searches

Create your own structure:

6. Select each root system (3 digit) starting in the 100 and ask yourself:
  - a. Do I have items in this system?
  - b. Do I want to manage them on their own? If both are affirmative, tick in the box at the tree. Otherwise, proceed to the next system
7. Repeat step 1, ask the same questions and proceed accordingly.
8. In the end, you will have the tree with many systems marked. Choose in the upper line of the form the icon “Printable version of the checked nodes” (the utmost right)
9. Print Tree. You get a preview of the tree you have just designed to your case. You may export to MS Excel or to Word with Copy & Paste.
10. Print Book. You get the same contents but including the full description of the system. You may also export.
11. Should you like to have the full view of the systematization methodology choose in the upper line of the form the icon “Printable Version” (second from right)

These documents may be useful to your Organization. You may use the raw material and adjust to your specific needs.

Instead of the step-by-step method, you may prefer to:

1. Print the MS Excel file Fsys\_AerialView downloaded from the site
2. Painting the relevant squares, clarifying any doubts in the web application when necessary
3. Transcribing the selected systems to the tree in the web proceeding as described above along steps 8 to 11.

FSys – Facilities Systematization: <http://manwinwin.com/en/fsys/>

Your comments and suggestions will be welcome: [support@manwinwin.com](mailto:support@manwinwin.com)