

Add Equipment Desk Instructions

Table of Contents

1. Purpose.....	1
2. Procedure	2
3. Related Desk Instruction and Links	16
4. Role Authorization.....	16
5. Document Control.....	16
Appendix A	16

1. Purpose

This procedure provides guidance and direction to Facilities Services personnel when adding equipment utilizing the Facilities Asset Management Information System (FAMIS). Outlined below are the step-by-step instructions for entering data.

1.1 Definitions –

1.1.1 FAMIS fields in **yellow** are system required fields

1.1.2 Business requirements are denoted as **(required)**

1.1.3 (not used) indicates purpose of fields not yet determined for purpose of business

Note: It is important that these data fields are populated as per instructions to ensure data integrity and accurately report metrics

Prior to creating a new equipment record, you will need the following information:

- *Equipment group, type, and keyword*
- *Account numbers and percentage to be used for each account*
- *Site, building, floor, and room where equipment is located*

2. Procedure

2.1 To add equipment, open the **Equipment Form**. See Figure 1 below.

Figure 1 Equipment Form

2.2 In the **Header Section**, *tab* through the Equipment field to the Nomenclature (unlabeled) field; complete the following:

2.2.1 **Equipment** – Tab through, FAMIS defaults to ****ASSIGN**** until the equipment record is saved. At that time, an equipment number will be automatically generated

2.2.2 **Nomenclature** (Description -required) **Enter** Keyword, colon, space, name of associated equipment, space, and the location information

Example:

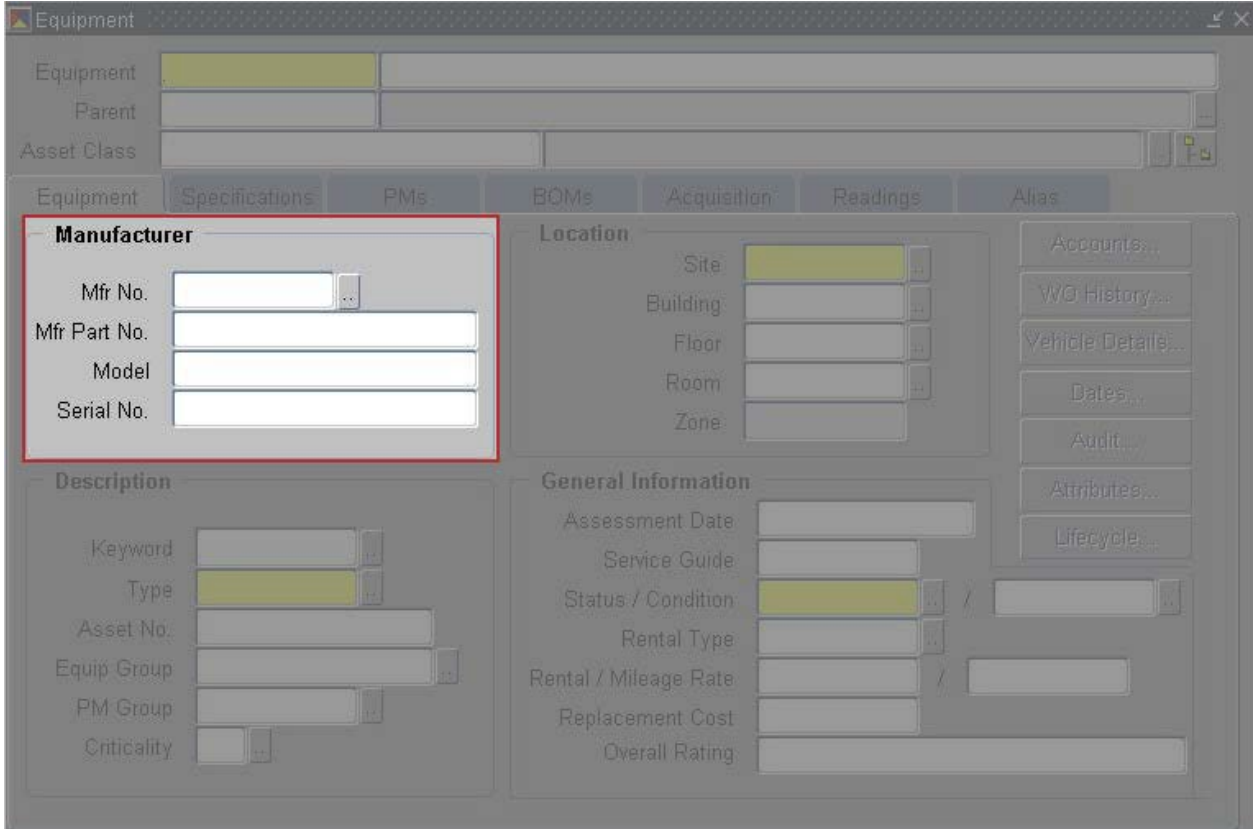
FAN SUPPLY:	AHU-3B	RM 1.101
Keyword	Name of Associated Equipment	Location Information

2.2.3 **Parent** – Enter a Parent equipment number if the new record is a child of another piece of equipment or system

2.2.4 **Asset Class** – (available, but extensively used yet.)

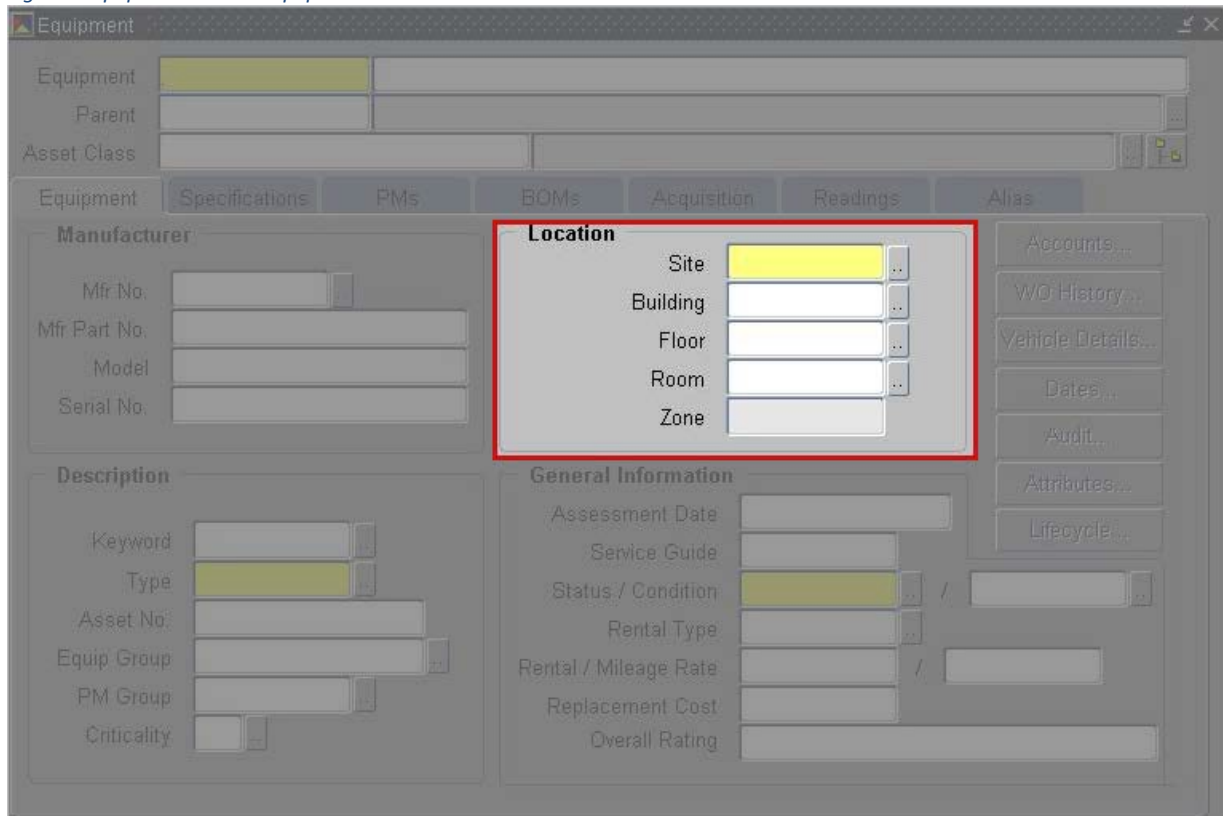
- 2.2.5 In the **Manufacturer Section**, see Figure 2 below; complete the following:
 - 2.2.5.1 **Mfr No.** – Enter manufacturer name, if not available go to 3 below
 1. Open the Manufacturer form using the LOV button
 2. Scroll through the list and select desired manufacturer
 3. To add a new manufacturer, contact Business Applications at worgs@austin.utexas.edu or at 512-232-5020
 - 2.2.6 **Mfr Part No.** – Enter the manufacturer’s part number, if available
 - 2.2.7 **Model** – Enter the equipment’s model number, if available
 - 2.2.8 **Serial No.** – Enter the equipment’s serial number. This field is limited to 20 characters. If the serial number is longer than 20 characters, enter the phrase: “SEE NOTES” and document the serial number in the notes section (ref. 2.13), as well as in the equipment specifications section (ref. 2.12).

Figure 2 Equipment Form - Equipment Tab - Manufacturer Section



- 2.3 In the **Location Section**, see Figure 3 below; complete the following:
 - 2.3.1 **Site** – (required) Type or select the site from the LOV
 - 2.3.2 **Building** – (required) Type the 4 digit building number or 3 character abbreviation, or use the LOV to select the building
 - 2.3.3 **Floor** – (required) Type or select the floor from the LOV
 - 2.3.4 **Room** – (required) Type of select the room from the LOV
 - 2.3.5 If the room number is known, entering the room value only will automatically populate the floor value
 - 2.3.6 If room number is not listed, contact Business Applications at worqs@austin.utexas.edu or at 512-232-5020
 - 2.3.7 Zone will auto populate based on building (if this is not correct contact Business Applications at worqs@austin.utexas.edu or at 512-232-5020)

Figure 3 Equipment Form - Equipment Tab - Location Section



The screenshot shows a software interface for adding equipment. The 'Location' section is highlighted with a red box and contains the following fields:

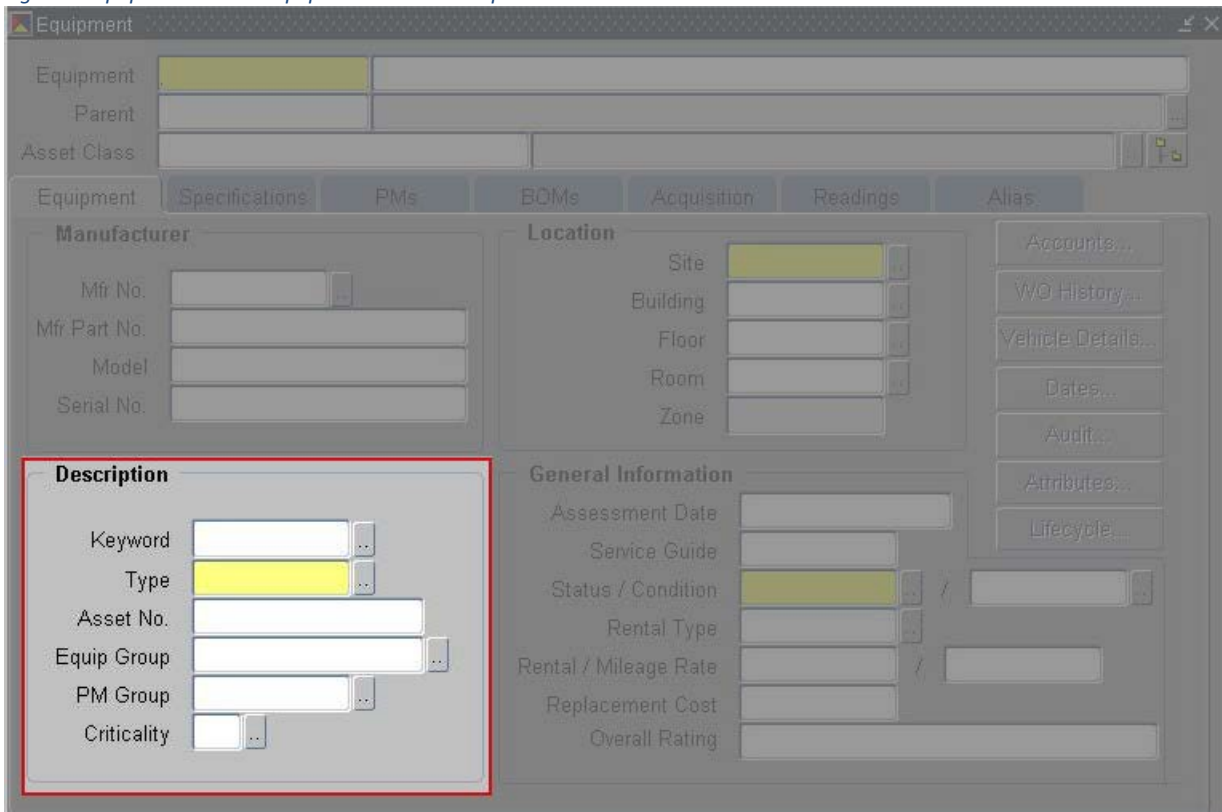
- Site: A dropdown menu with a yellow highlight and a search icon.
- Building: A text input field with a search icon.
- Floor: A text input field with a search icon.
- Room: A text input field with a search icon.
- Zone: A text input field.

Other sections visible in the form include:

- Manufacturer:** Mfr No., Mfr Part No., Model, Serial No.
- Description:** Keyword, Type, Asset No., Equip Group, PM Group, Criticality.
- General Information:** Assessment Date, Service Guide, Status / Condition, Rental Type, Rental / Mileage Rate, Replacement Cost, Overall Rating.
- Right-hand sidebar:** Accounts..., WO History..., Vehicle Details..., Dates..., Audit..., Attributes..., Lifecycle...

- 2.4 In the **Description Section**, complete the following:
 - 2.4.1 **Keyword** – (required) Enter the equipment’s keyword by either typing directly into the field or using the LOV button to launch the Equipment Keywords form, also see [Appendix A](#)
 - 2.4.2 **Type** – (required) Enter the equipment’s type by either typing directly into the field or using the LOV button to launch the Equipment Types form, also see [Appendix A](#)
 - 2.4.3 **Asset No.** – Feature used for UT Inventory Numbers or for identifiers commonly used to refer to equipment
 - 2.4.3.1 Commonly used as mark tag number that is on drawings
 - 2.4.3.2 See Mechanical Specialist for permissible uses
 - 2.4.4 **Equip Group** – (required) Enter the equipment’s group by either typing directly into the field or using the LOV button to launch the Equipment Groups form, also see [Appendix A](#)
 - 2.4.5 **PM Group** – if applicable, enter the equipment’s PM Group by either typing directly into the field or using the LOV button to launch the PM Groups form
 - 2.4.6 **Criticality** (not used)

Figure 4 Equipment Form - Equipment Tab - Description Section



- 2.5 In the **General Information Section**, complete the following:
 - 2.5.1 **Assessment Date** – (not used)
 - 2.5.2 **Service Guide** – (not used)
 - 2.5.3 **Status (required)** - Type or select ON-LINE from the Status LOV
 - 2.5.4 **Condition** – (not used)
 - 2.5.5 **Rental Type** – (not used)
 - 2.5.6 **Rental/Mileage Rate** (not used)
 - 2.5.7 **Replacement Cost** (not used)
 - 2.5.8 **Overall Rating** (not used)

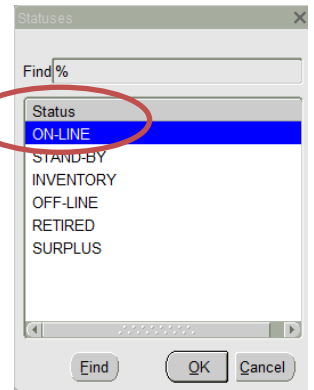
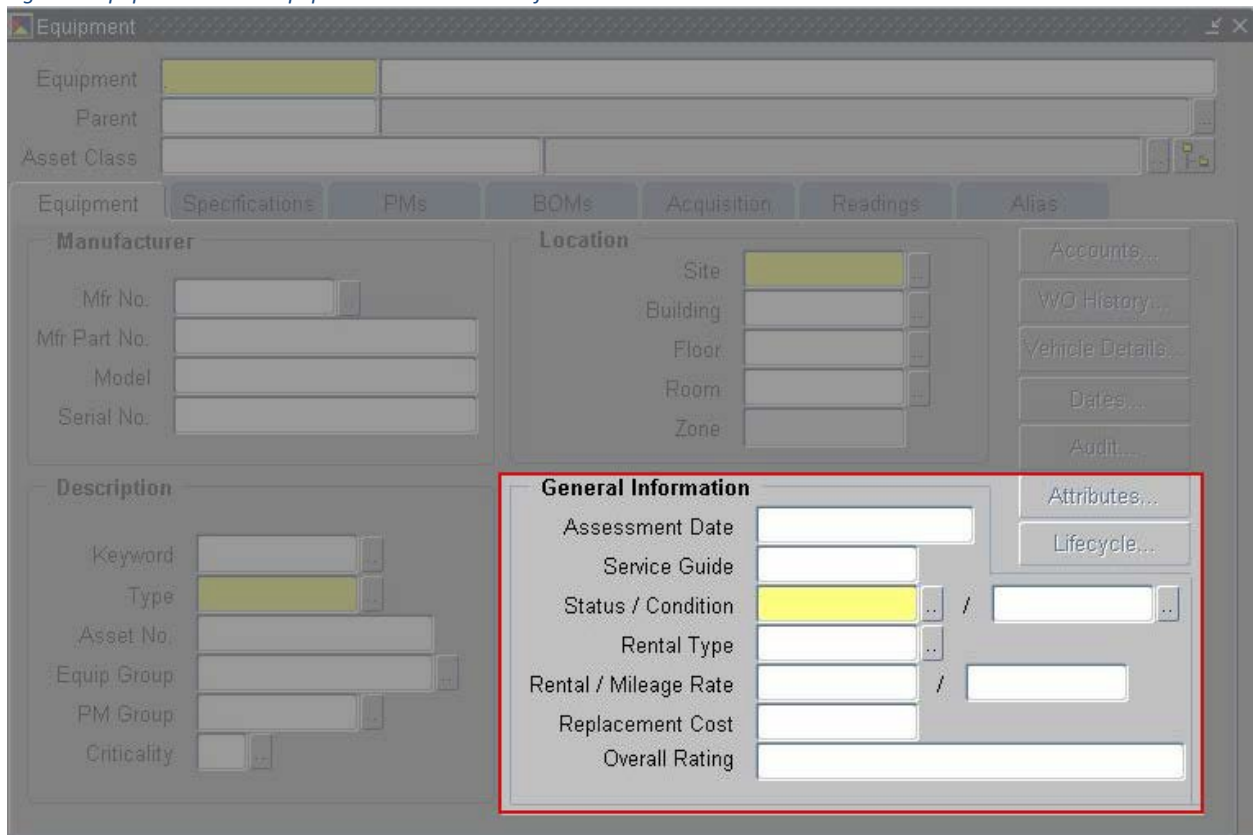
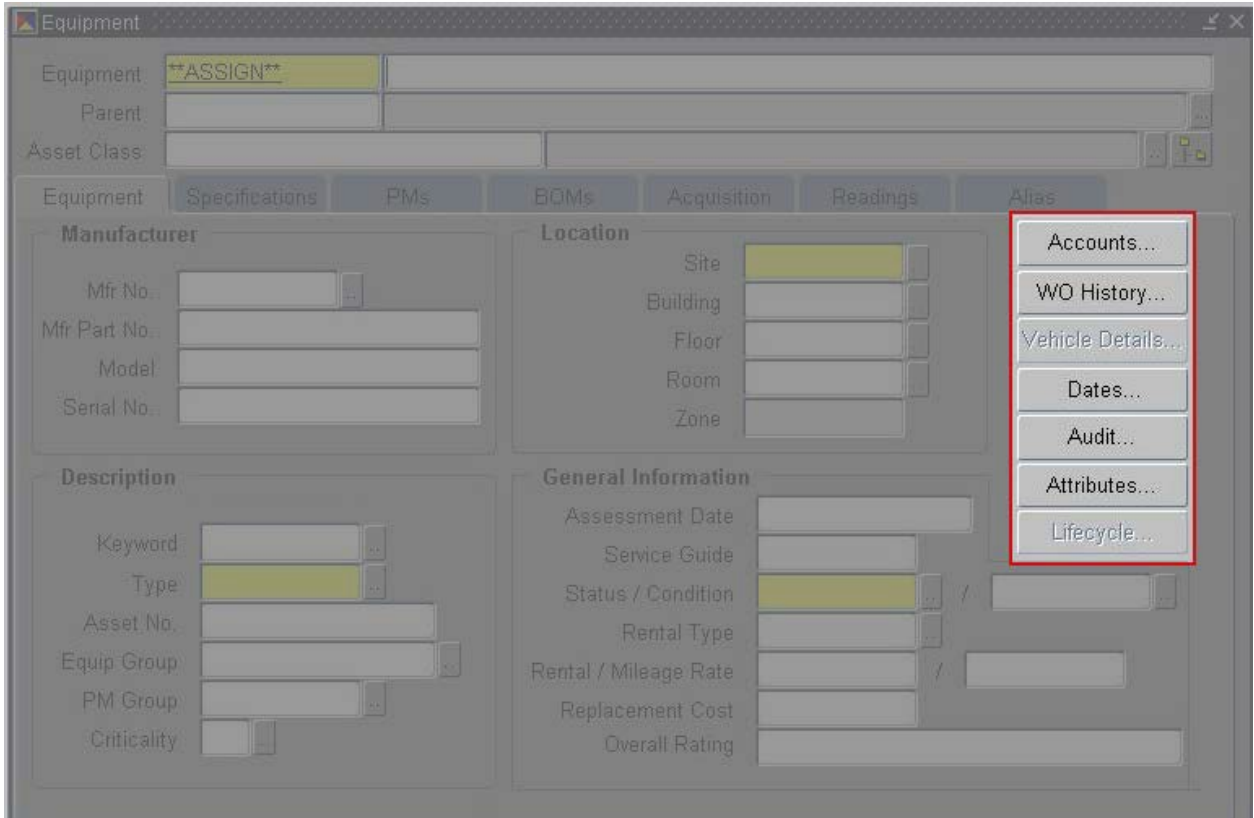


Figure 5 Equipment Form - Equipment Tab - General Information Section



2.6 Click the **Accounts** button to open the Accounts Form

Figure 6 Equipment Form - Equipment Tab - Buttons



2.6.1 Complete the following:

2.6.1.1 **Account Group Name - (required)** Select **Equipment Acct Group** only from pull-down. See Figure 7 below.

This ensures that any charges against equipment goes to the account number identified. This account number is negotiated between FOM management and the building owners.

2.6.1.2 **Billing Type – (required)** Select **Actuals ONLY** from pull-down. See Figure 8 below.

2.6.1.3 Click on **Accounts** button to open the **Accounts Detail Form**. See Figure 9 below.

Figure 7 Accounts Group Name

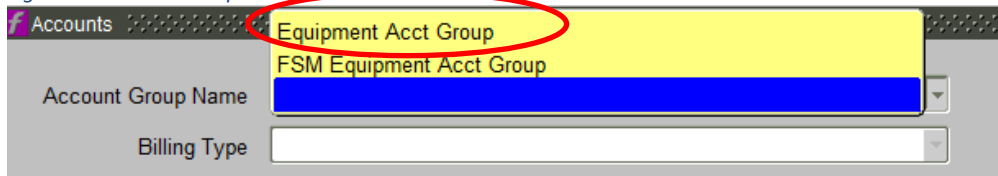


Figure 8 Accounts Group Name and Billing Type

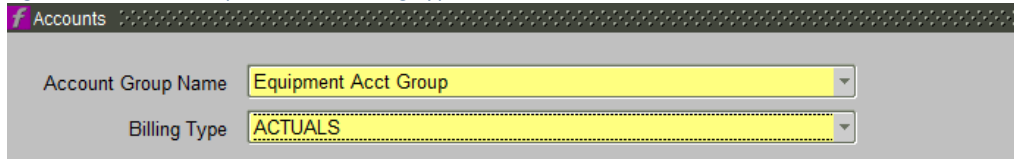
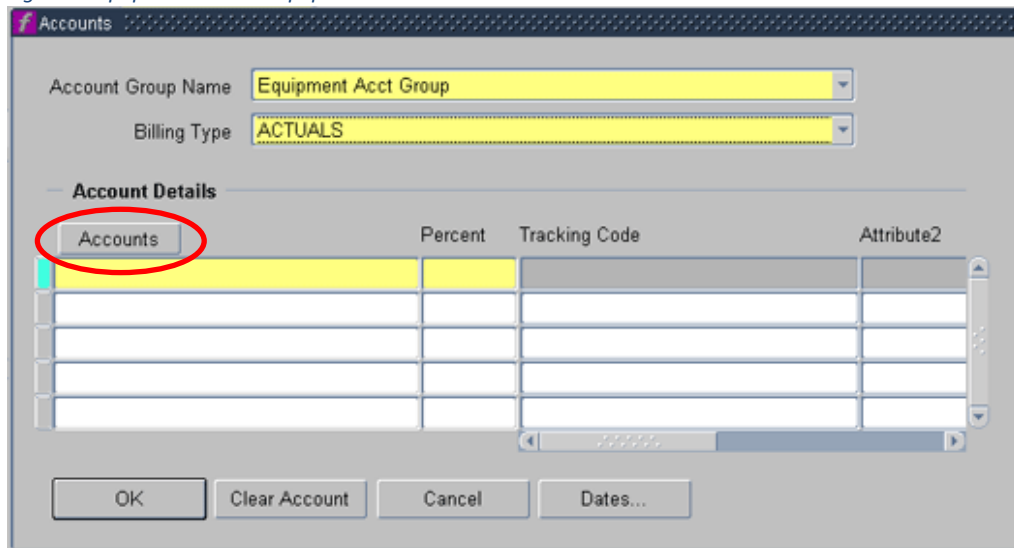


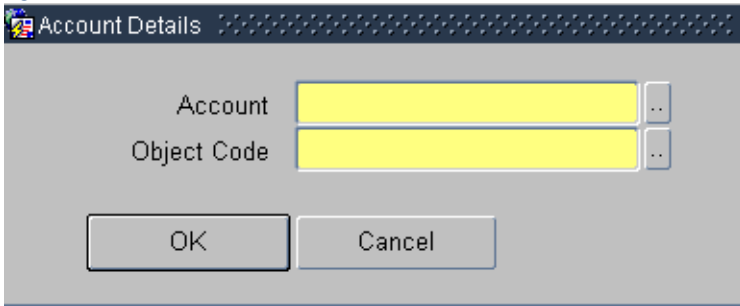
Figure 9 Equipment Form - Equipment Tab - Accounts



Accounts	Percent	Tracking Code	Attribute2

- 2.6.2 In the **Accounts Details Form**, see Figure 10 below; complete the following:
 - 2.6.2.1 **Account** – (required) Contact supervisor or Mechanical Specialist for direction
 - 2.6.2.2 **Object Code** – (required) Select object code using the LOV button or by typing it in
 - 2.6.2.3 Use 1479 for 'Other Services-Shop Work' for normal shop work
 - 2.6.2.4 Use 1319 for 'Contract SVCS – Purchased' for contractor work
 - 2.6.2.5 Click on **OK** to close and save the Account Detail Form

Figure 10 Accounts Details Form



2.6.3 **Percent** – Once you are back in the **Accounts** field complete the percentage.

2.6.3.1 For a single account enter 100; if additional accounts are required then,

- Click on an open line under the Accounts button. Repeat steps a and b for each additional account required
- Enter the percentage to be charged to each account. Percentages must add up to 100%

2.6.3.2 Click **OK** to close and save the accounts form

2.6.3.3 If you have entered the account number incorrectly, then repeat the process entering the correct account number(s)

2.7 Click the **Work Order History** button this lists the work orders for the specified equipment

Work Order History

WO Number	Description	Type	Completed
37385515	QTRLY 000 FAN SUPPLY	PREV_MAINT	WED JUL 1, 2015
37343828	QTRLY 000 FAN SUPPLY	PREV_MAINT	MON MAR 23, 2015
37303517	QTRLY 000 FAN SUPPLY	PREV_MAINT	TUE OCT 14, 2014
37261366	QTRLY 000 FAN SUPPLY	PREV_MAINT	WED JUN 11, 2014
37217075	QTRLY 000 FAN SUPPLY	PREV_MAINT	TUE FEB 25, 2014
37172800	QTRLY 000 FAN SUPPLY	PREV_MAINT	TUE OCT 1, 2013
37171411	BIO BSMT; WHERE IS WATER COMING FROM.	TROUBLE	THU SEP 12, 2013
37158449	BIO AUTOMATION SYSTEM OFF LINE	MAINT	TUE AUG 6, 2013
37133637	QTRLY 000 FAN SUPPLY	PREV_MAINT	WED JUL 31, 2013
37121463	BIO 219-C; TOO COLD	TROUBLE	TUE APR 16, 2013
37090971	QTRLY 000 FAN SUPPLY	PREV_MAINT	THU JAN 31, 2013
37046787	QTRLY 000 FAN SUPPLY	PREV_MAINT	TUE OCT 2, 2012
37006949	QTRLY 000 FAN SUPPLY	PREV_MAINT	FRI JUN 1, 2012
36965127	QTRLY 000 FAN SUPPLY	PREV_MAINT	TUE JAN 24, 2012
36922507	QTRLY 000 FAN SUPPLY	PREV_MAINT	THU SEP 22, 2011

2.8 Vehicle Details (not used)

2.9 **Dates Button** – (read only) This window displays the date and time the equipment was Entered, Modified, Closed, or given a Last Note. To the right of each date field is the User ID of the person who changed the record

Equipment Dates

Overhauled	<input type="text"/>	By	<input type="text"/>
Entered	WED OCT 30, 2002 11:11AM	By	FAMIS
Modified	TUE JAN 24, 2012 10:01AM	By	LOHSE_SHARON_S
Closed	<input type="text"/>	By	<input type="text"/>
Last Note	TUE JAN 24, 2012 10:00AM	By	LOHSE_SHARON_S

2.10 **Audit Button** – (read only) Documents changes in record field values for specified equipment record. This is helpful in knowing what changes were made in the record and by who for the ability to refer back to the person in the zone/department to ask questions

Audit Date	Audit User	Audit Field	From Value	To Value	Comments
TUE JAN 24, 2012 10:	LOHSE_SHARON	MODIFY_DATE	02-JUN-10	24-JAN-12	
TUE JAN 24, 2012 10:	LOHSE_SHARON	MODIFY_USER	ARN_MICHAEL_W	LOHSE_SHARON_	
TUE JAN 24, 2012 10:	LOHSE_SHARON	NOTE_DATE	13-DEC-06	24-JAN-12	
TUE JAN 24, 2012 10:	LOHSE_SHARON	NOTE_USER	TANNER_WILLIAM	LOHSE_SHARON_	
SAT DEC 18, 2010 2:	FAMIS	ASSET_CLASS_ID	EQUIPMENT TO HC		
FRI DEC 17, 2010 3:2	FAMIS	ASSET_CLASS_ID		EQUIPMENT TO HC	
WED JUN 2, 2010 2:1	ARN_MICHAEL_	FLOOR		001	
WED JUN 2, 2010 2:1	ARN_MICHAEL_	MODIFY_DATE	22-OCT-09	02-JUN-10	
WED JUN 2, 2010 2:1	ARN_MICHAEL_	MODIFY_USER	UT_INTER	ARN_MICHAEL_W	
WED JUN 2, 2010 2:1	ARN_MICHAEL_	ROOM		1	
THU MAR 25, 2010 10:	FAMIS	PM_GROUP	000FANSUPP		
THU OCT 22, 2009 8:1	UT_INTER	MODIFY_DATE	13-DEC-06	22-OCT-09	
THU OCT 22, 2009 8:1	UT_INTER	MODIFY_USER	TANNER_WILLIAM	UT_INTER	

- 2.11 Attributes Button – (not used)
- 2.12 Click the **Specifications** tab and complete the following, see Figure 11 below.
 - 2.12.1 **Full Description** – (required) Enter building acronym, copy of nomenclature field, location, and/or room number, and any other useful information (i.e. motor data, serial number, access or contact information). Select and copy the full description as you will need this information to populate the Note Text (see instructions in Step 17d. below)
 - 2.12.2 Click the **Save** icon or press **Ctrl+S** to save

Figure 11 Equipment Form - Specifications Tab

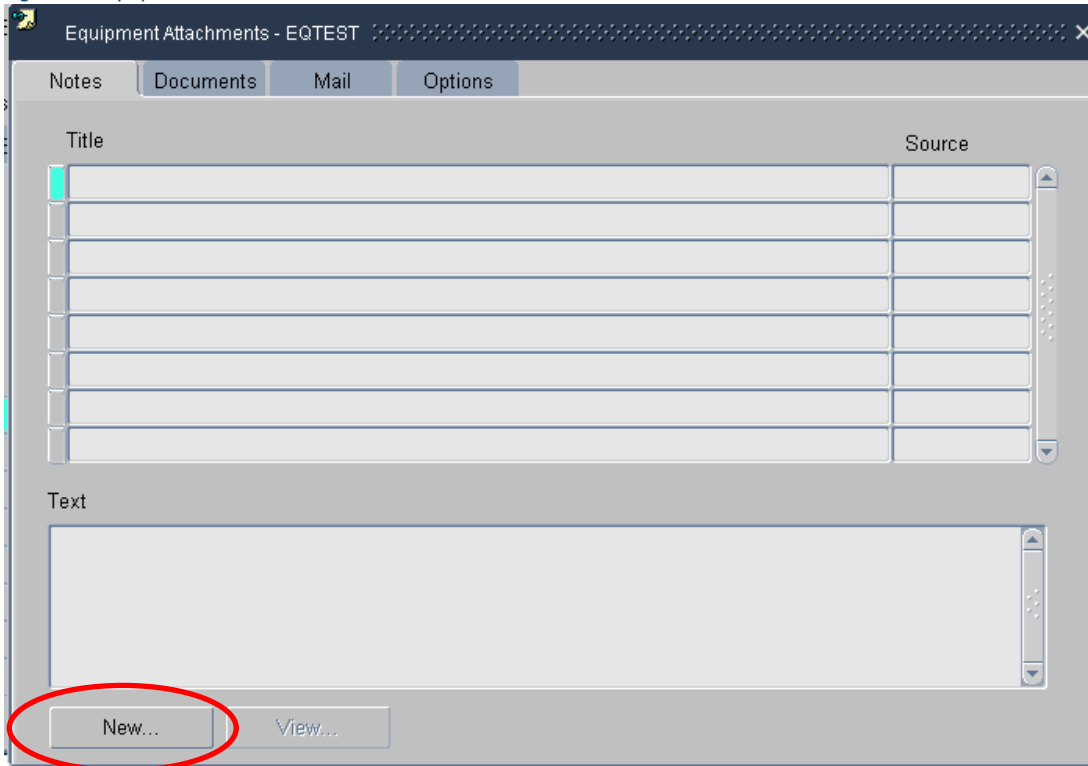
2.13 Create a **New Note**

2.13.1 Click the **Attachments** icon located in the navigation bar



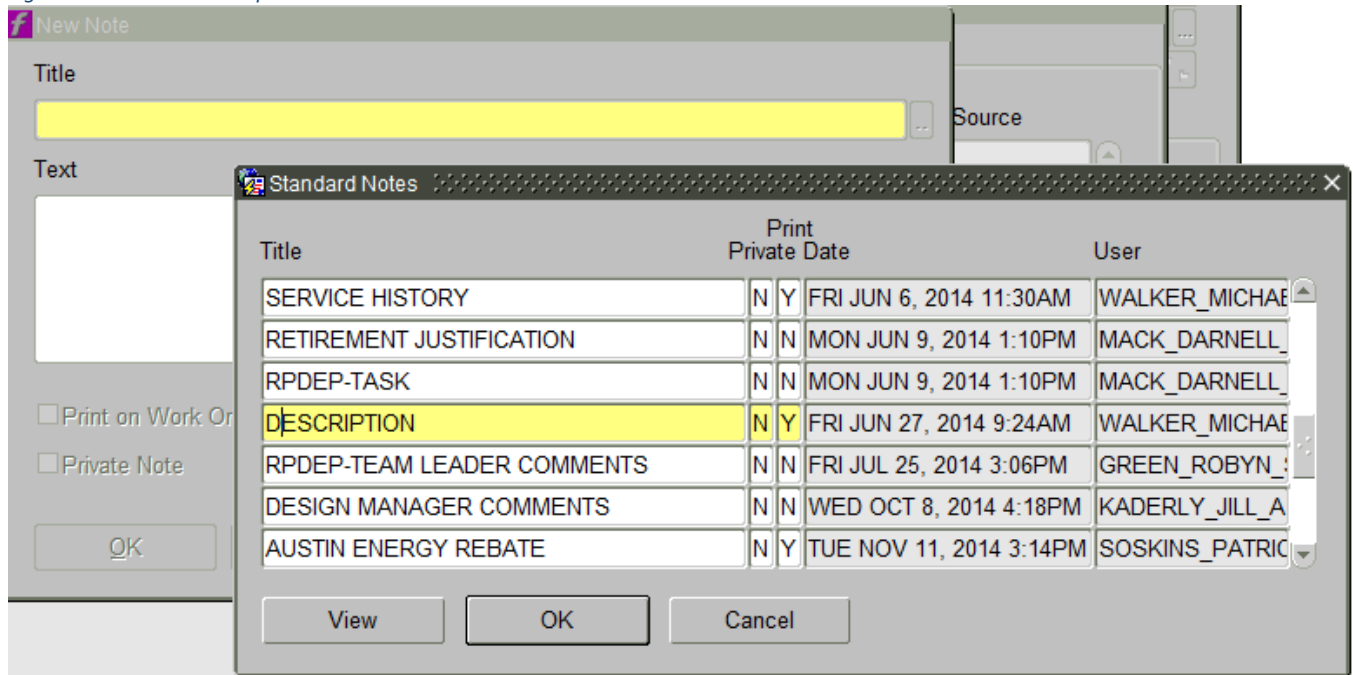
2.13.2 Click the **New** button to create a new note, see Figure 12 below. Refer to the [Using Notes Attachment SOP](#) for detailed directions on using notes

Figure 12 Equipment Attachments - Notes Section



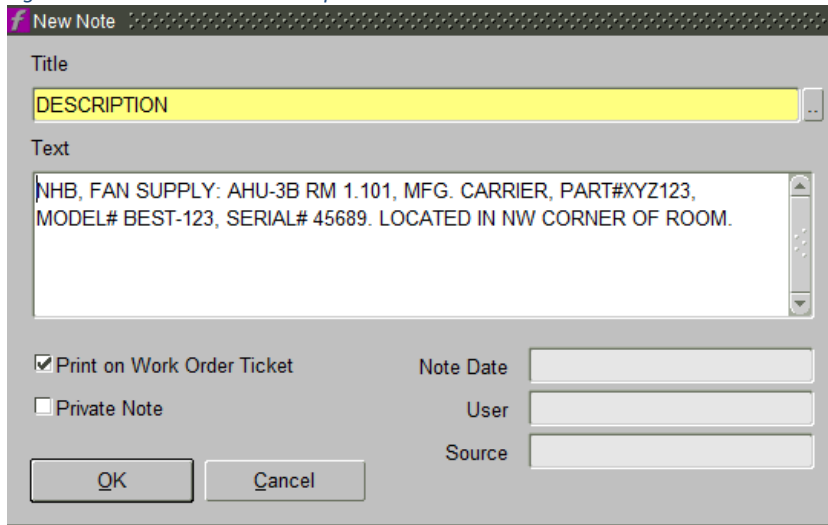
2.13.3 **Title List** - Using the LOV button, select **Description** from the Standard Notes Title list. See Figure 13. Click **OK**

Figure 13 Title List - Description



2.13.4 **Text** – Paste contents of the Full Description field into the Note Text field

Figure 14 New Note - Text Description



2.13.5 **Checkboxes** – Ensure Print on Work Order Ticket is checked and the Private Note is unchecked for this type of note

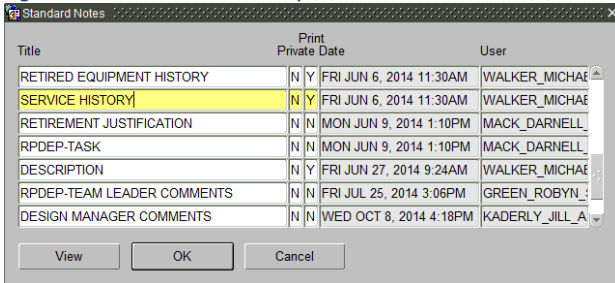
Note: “Print on Work Order Ticket” ensures that any information on the notes are printed on the work order.

2.13.6 Click **OK** to save and close the New Note Form

2.13.7 Repeat steps 2.13.2 thru 2.13.6 to add a note page for **Service History**; use the LOV button to select it. See Figure 16

Note: The intent of this attachment is to provide space for updating service history on the equipment as work orders occur such as changing of belts, part numbers, filters, last date of lubrication, etc.

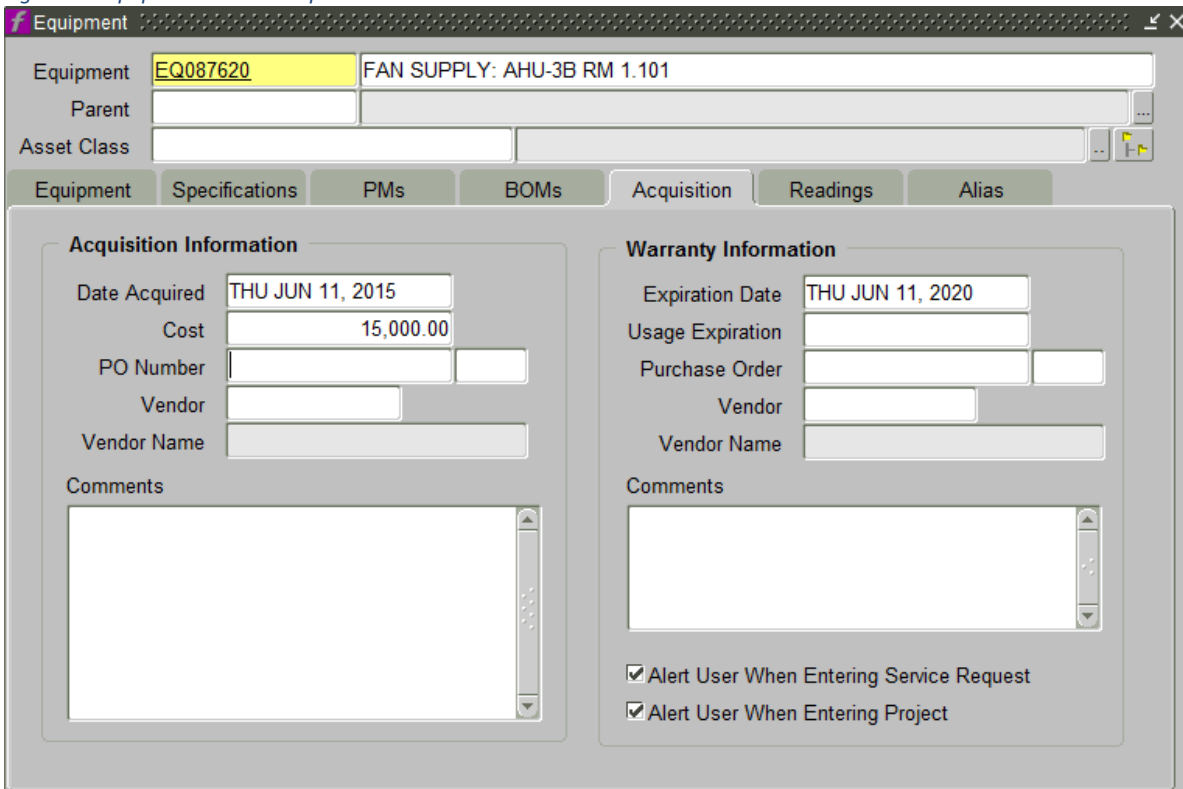
Figure 15 Note - Service History



2.13.8 Close the **Equipment Attachments** Form to return to the Equipment Form

2.14 Click the **Acquisition** tab in the Equipment Form

Figure 16 Equipment Form - Acquisition Tab



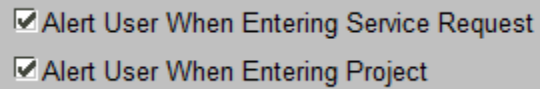
2.14.1 **All Fields** – All fields are free-form entry. Enter all available data

2.14.2 For new equipment an acquisition date is required.

2.14.3 Installation date is an acceptable alternative.

2.14.4 If equipment has a warranty then the expiration date is required. For example: if the warranty is five years then the expiration date will be five years from the acquisition date.

2.14.5 **Alert Checkboxes** – Ensure the two Alert checkboxes are checked



Alert User When Entering Service Request
 Alert User When Entering Project

Note: If an expiration date is included and a trouble ticket comes thru then FAMIS will alert you that this equipment is under warranty and remind you to contact the vendor. Contact the Mechanical Specialist.

2.14.6 To save click the **Save** icon or **Ctrl + S**

3. Related Desk Instruction and Links

- 3.1 Additional procedures related to equipment:
 - 3.1.1 If a PM is required for this equipment, see procedure [Associate PM and EQ Record](#)
 - 3.1.2 If this equipment needs to be on a route, see procedure [Make Routes in FAMIS](#)
 - 3.1.3 For retiring equipment, see procedure [Retire Equipment](#)
- 3.2 Links – This is the list of values found in FAMIS. This link take you to the configuration list. See [Appendix A](#) for the hierarchy relationship between group – type – keyword
 - 3.2.1 Use this link to find [group](#)
 - 3.2.2 Use this link to find [equipment types](#)
 - 3.2.3 Use this link to find [keywords](#)

4. Role Authorization

Adding equipment requires the role of “Equipment Coordinator” at a minimum. Contact your supervisor who will contact worqs@austin.utexas.edu to request role authorization.

- 4.1 The **Equipment Coordinator** role may add, edit, and retire equipment records
- 4.2 The **UT Crew Supervisor** role may edit and retire equipment records

5. Document Control

Title	Revision Date	Document Owner(s)	Summary of Changes	Status
FMM Add Equipment	11/17/2012	TRecs	Original	Retired
Add Equipment	07/15/2015	Business Applications, FOM (Eng & Tech)	Rewritten and updated	Published 07/20/2015
Add Equipment	01/12/2016	Business Applications, FOM (Eng & Tech)	Edited section 2.2.8 M.Walker	Published 01/12/2016

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Appendix Aⁱ

Equipment Group	Equipment type	KEYWORD	Keyword Description
CONSTR INT	DOORS INT	BLDG DOORS	CAMPUS WIDE INTERIOR BLDG DOORS
		DOOR AUTO	AUTOMATIC DOOR
GATE		MECHANICAL/ELECTRICAL/SWING/SLIDE	
	FINISH WAL	BLDG PTCAR	CAMPUS WIDE INTER BLDG PAINT & CARP
	PARTITIONS	CANOPY	OVERHEAD CANOPY
CONVEYING	Conv Spec	CRANES	CRANE
		ESCALATOR	ESCALATOR CLEANER
		HOIST ELEC	ELECTRIC HOIST
		HOIST MAN	MANUAL HOIST
		HYDRA.LIFT	HYDRAULIC LIFT
	ELEVATORS	CHAIR LIFT	WHEELCHAIR HOIST
CUSTODIAL	CUSTODIAL	BACK PACK	BACK PACK VACUUM
		CARPET FAN	CARPET FLOOR FAN
		CRPT BRUSH	COUNTER-ROTATING CARPET BRUSH MACH
		CRPT SPRAY	CARPET SPRAYER
		ESCALATOR	ESCALATOR CLEANER
		KAIVAC	RR CLEANING SYSTEM
		LOWSPEED	LOW SPEED BUFFER
		POWER WASH	PRESSURE WASHER
		RR CLEANER	RESTROOM CLEANING MACHINE
		WET/DRY	WET/DRY VACCUUM
ELECTRICAL	COMM&SECTY	ALARM	SECURITY ALARM
		BAC SYS	BUILDING ACCESS CONTROL SYSTEM
		BELLS	BELLS CONTROL
		CAMERA	SEC CAMERAS MONITORS
		CLOCKS	TIME CLOCK, WALL CLOCKS
		PBX SWITCH	PBX SWITCHBOARD
		PHONE EMRG	EMERGENCY TELEPHONE
	ELECT SPEC	BATTERY	BATTERY BANK
		GENERATOR	ENGINE GENERATOR
		LIGHT EMRG	EMERGENCY LIGHTING
		LIGHT EXIT	EMERGENCY EXIT LIGHTING
	LIGHT&WIRE	BLDG LAMPS	CAMPUS WIDE INTERIOR BLDG LAMPS
		CTRLAUXSYS	CONTROL SYSTEM ELECTRICAL
		LIGHT CNTL	LIGHT CONTROLS, COMPUTER TYPE
		LIGHT DMMR	DIMMING SYSTEM-CLASSROOM, STAGE
		LIGHT EXTR	EXTERIOR LIGHTS
		LIGHT FIXT	BUILDING LIGHTS
	SERVICE	BREAKER	CIRCUIT BRAKER
		BUSDUCT	BUSDUCT-BUSWAY, 480/208 VOLT
		CAPACIBANK	CAPACITOR
		GRNDNG SYS	BUILDING GROUNDING SYSTEM
		HEAT TRACE	ELECTRICAL HEAT TRACE SYSTEM
		LOAD INTER	LOAD INTERRUPTOR
		MCC	MOTOR CONTROL CENTER
		MOTOR 50HP	ELEC. MOTORS 50 HP

		MOTOR SFAN	supply air fan motor
		MOTOR STR	MOTOR STARTER
		PANEL	ELECTRIC PANEL
		PUMP CNTRL	PUMP CONTROL PANEL
		TRANSFERSW	TRANSFER SWITCH
		TRANSFRMR1	PRIMARY TRANSFORMER > 480K
		TRANSFRMR2	SECONDARY TRANSFORMER < 480K
ENCLOSURE	DOORS EXT	AIRCURTAIN	AIR CURTAIN FAN
		CLOSE ELEC	ELEC. CLOSING MECHAN
		DOOR AUTO	AUTOMATIC DOOR
		DOOR MAN'L	MANUAL DOOR
		DOOR RLLUP	ROLL-UP DOORS (MANUAL & ELECTRIC)
		DOORS EXT	EXTERIOR DOOR
	WINDOW EXT	WIND CTRL	ELECT OPERATED WINDOWS
EQUIPMENT	ELECT SPEC	CARILLON	TOWER BELL CHIMES
		DATA ACQ	DATA ACQUISITION
		DISHWASHER	DISHWASHER
		DISPOSER	GARBAGE DISPOSAL
		DRYER	CLOTHES DRYER
		DRYER HAND	AUTOMATIC ELECTRIC HAND DRYER
		DRYERCLOTH	CLOTHES DRYER
		DUMPSTER	TRASH DUMPSTER
		DUST COLL.	DUST COL. VAC. FAN
		EQUIP FIXD	FIXED SHOP EQUIPMENT
		EQUIP PORT	PORTABLE EQUIPMENT
		FOUNTAIN	WATER JETTED / CIRCULATING
		GREASE TRP	GREASE TRAP
		ICE MAKER	ICE MAKER
		IRRIG SYS	IRRIGATION SYSTEM
		LADD PLAT	LADDER-PLATFORM COMBO
		LADDER	LADDERS
		LAWN EQUIP	LAWN MAINT. EQUIP
		LEAFBLOWER	LEAF BLOWER
		POOL	SWIM / DIVE / REFLECTING
		PUMP TRASH	TRASH PUMP
		RANGE/OVEN	STOVE/OVEN/RANGE
		REFR.FREEZ	REFRIGERATOR/FREEZER
		REFRIG RI	REFRIGERATOR REACH-IN
		REFRIG WI	REFRIGERATOR WALK-IN
		STEAM COOK	steam cooker
		STEAM GEN	CLEAN STEM GENERATOR FOR HVAC
		SWEEPER	SWEEPER
		VAULT CTRL	VAULT CONTROL TEMP
		WASHER	CLOTHES WASHING MACHINE
		WASHRCLOTH	CLOTHES WASHER
	EQUIP INST	AUTOCLAVE	AUTOCLAVE
		CHEST FREE	CHEST FREEZER
		ENV CHAMBR	ENVIRONMENTAL CHAMBER
		FUMEHD CHH	CHEMICAL FUME HOOD

		FUMEHD DBC	DUCTED BIO CABINET
		FUMEHD PEH	PERCHLORIC HOOD
		FUMEHD RAH	RADIOACTIVE HOOD
		PROJECTOR	MOVIEVIDEO/SLIDE PROJECTORS
		PUMP CHEM	CHEMICAL PUMP
		RECORDER	AUDIO/VIDEO RECORDERS
		SOLAR	SOLAR ARRAY / COLLECTOR
		SPA	PLEASURE / THERAPUTIC
		STEAM LOOP	STEAM: HAVAC HEATING/STERILIZATION
		TANK DIH2O	DEIONIZED H2O TANK
		TURNTABLE	TURNTABLE (RECORD PLAYER)
		UTIL AIR	UTILITY AIR
		UV PACK	ULTRA VIOLET LIGHT DISINFECTING
		VALVE-ACW	VALVE:AUTO CW (BAS)
		VALVE-ADI	VALVE:AUTO DE-IONIZED WTR BAS
		VALVE-PRVS	PRESSURE REDUCING VALVE (STEAM)
		VALVE-PRVW	PRESSURE REDUCING VALVE (WATER)
		VENT HOOD	HOOD VENT
	EQUIP VEHI	AUTO SCRUB TRUCK	AUTO-SCRUBBER TRUCK
		UTILITY	UTILITY VEHICLE
FIRE	ALARM&DET	A/V-BELL	FIRESYS: SPRINKLER BELL
		A/V-HORN/S	FIRESYS: HORN STROBE
		A/V-HORNS	FIRESYS: HORN/SPEAKERS
		A/V-SPKR	FIRESYS: AUDIO VISUAL/SPEAKERS
		A/V-SPKR/S	FIRESYS: SPEAKERS AND STROBES
		A/V-STRB	FIRESYS: STROBE
		CNTRL-NAC	FIRESYS: NAC CONTROL MOD
		CNTRL-SPKR	FIRESYS: CONTROL SPEAKER
		DET CONV	CONVENTIONAL FIRE ALARM&DET
		DET ELEVAT	ELEVATOR RECALL
		DET INTEL	INTELLIGENT FIRE ALARM&DET
		DET SMALL	SMALL FIRE ALARM&DET
		DET-DUCT	FIRESYS: DUCT DETECTORS
		DET-HEAT	FIRESYS: HEAT DETECTORS
		DET-HI-LO	FIRESYS: HI/LO PRESSURE SWITCH
		DET-ISOLTR	DETECTOR ISOLATOR
		DET-KHOOD	FIRESYS: KITCHEN HOOD SWITCH
		DET-PULL	FIRESYS: PULL STATIONS
		DET-SMOKE	FIRESYS: SMOKE DETECTORS
		DET-TAMPER	FIRESYS: TAMPER SWITCHES
		DET-WFLOW	FIRESYS: WATER FLOW SENSOR
		DOOR FIRE	FIRE DOOR
		DOOR-HOLD	FIRESYS: FIRE DOOR HOLDERS
		GASDET EXP	EXPLOSIVE GAS DETECTOR
		GASDET TOX	TOXIC GAS DETECTOR
		MONIT NODE	FIRE SYSTEMS MONITORING EQUIPMENT
		NAC-TRIG	FIRESYS: NAC TRIGGER
		PANEL-ALM	FIRESYS: PANEL ALARM RELAY

		PANEL-BATT PANEL-FIRE PANEL-NAC PANEL-SPVS PANEL-TRBL RELAY-AHU RELAY-ALRM RELAY-CRD RELAY-CRTN RELAY-DHLD RELAY-DMPR RELAY-ELEV RELAY-FAN RELAY-SDWN RELAY-SHNT	PANEL BATTERIES FIRESYS: FIRE PANEL BOX FIRESYS: NAC PANEL BOX FIRESYS: SUPERVISORY SWITCH FIRESYS: MAIN PANEL TROUBLE AIR HANDLER UNIT SHUTDOWN RELAY FIRESYS: ALARM RELAY FIRESYS: CARD ACCESS RELAY FIRESYS: CURTAIN RELAY FIRESYS: DOOR HOLDER RELAY FIRESYS: FIRE DAMPER RELAY FIRESYS: ELEVATOR RELAY FIRESYS: FAN RELAY FIRESYS: SHUT DOWN RELAY, MISC SHUNT RELAY
	FIRE SPEC	DMPR-2POSF DMPR-MODF SUPP HALON	SMOKE DAMPER: AUTO 2-POS. SMOKE DAMPER-AUTO(MODLTNG/VAR POSTN HALON FIRE
	PROT SPEC	FAN SMOKE	SMOKE PURGE FAN
	PUMP&PIPE	HOSE CAB PUMP FIRE PUMP JOCK STAND PIPE	FIRE HOSE CABINETS FIRE PUMP FIRE BOOSTER PUMP DRY STANDPIPE SYSTEM
	SPRINKLERS	SPKLRHEAD SUPP DELUG SUPP DRY SUPP WET SUPP WTDRY VALVE-TMPR V-SPD CTRL WATERFLOW	FIRE SPRINKLER SYSTEM DELUGE SUPPRESSION DRY SUPPRESSION WET SUPPRESSION WET/DRY SUPPRESSION FIREPRT: VALVE TAMPER SWITCH VARIABLE SPEED CONTROLLER FIREPRT: WATERFLOW SWITCH
FURNISHING	FURNISH FX FURNISH MV	BLCHRS-FXD MULTI-SEAT BLCHRS-MV LECTURN	BLEACHERS, THEATRE SEATING, ETC CLASSROOM CHAIRS LECTURN TELESCOPC SEATNG, MOVBLE BLEACHERS LECTURN
HVAC	SYSTEM CONTROLS	AHU ASSEMB HRU ASSEMB HVAC AUTO ANDOVER CONTROLLER DDC DRYER AIR GAUG-FLOW GAUG-PRES GAUG-TEMP HEAT EXCH. INSTRU AIR	AIR HANDLER ASSEMBLY HEAT RECOVERY UNIT ASSEMBLY HVAC AUTOMATION SYSTEM ANDOVER NET DEVICE MANUAL / ELECTRONIC / PNEUMATIC DIRECT DIGITAL CONTROL AIR DRYER:HVAC,CONTROLS,EQUIPMT LOCAL FLOW INDICATOR/GAUGE LOCAL PRESSURE GAUGE LOCAL TEMPERATURE GAUGE HEAT EXCHANGER INSTRUMENT AIR

	JC/80	LOOP REMOTES
	PNEUMATIC SENSOR	PNEUMATIC CONTROL SENSOR: HVAC, DDC, ETC.
	SNSR-CO2	CO2 SENSOR & CONTROLLER
	SNSR-FLOW	FLOW SENSOR
	SNSR-PRES	PRESSURE SENSOR
	SNSR-RH	RELATIVE HUMIDITY SENSOR
	SNSR-TEMP	TEMPERATURE SENSOR
	THERMOSTAT	HVAC ROOM TERATURE CONTROLLER
	UPS	UNINTERRUPTIBLE POWER SUPPLY
	VALVE-CTRL	CONTROL VALVE
	VFD	ADJUSTABLE FREQ DR
COOLING	AC SPLIT	CENTRAL AC UNIT
	CHILLER	CHILLING UNIT
	COIL COOL	COOLING COILS
	CONDENSER	AIR COOLED CONDENSER
	COOL TWR	COOLING TOWER
	DMPR-2POS	DAMPER: AUTO 2-POSITION
	DMPR-MOD	DAMPER: AUTO(MODULTNG/VAR. POSTN
	PORTACOO	EVAP COOLING UNIT
	STRAINER	STRAINER
	VALV BOX	WATER MAIN-VALVE BOX
	VALVE-ACHW	VALVE:AUTO MODLTNG(CW) BAS
	VALVE-ACW	VALVE:AUTO CW (BAS)
	VALVE-PRVW	PRESSURE REDUCING VALVE (WATER)
DISTRIBUTE	CHILL BEAM	TEMPERED CHILL WATER TERMINAL BOX
	DAMPER	DAMPER WITH ACTUATOR
	DUCT	DUCT-HVAC:EITHER SUPPLY,EXHAUST,ETC
	FAN AXIAL	AXIAL FLOW FAN
	FAN CIRC	FAN CIRCULATING
	FAN EX FHD	EXHAUST FAN (FUME HOOD)
	FAN EXHAUS	EXHAUST FAN (NON FUME HOOD)
	FAN EXTERN	FAN OUTSIDE AIR
	FAN FR.AIR	FRESH AIR FAN
	FAN PRES	FAN PRESSURIZATION (STAIR WELL)
	FAN PVAVRH	FAN POWERED VAV BOX W/ REHEAT COIL
	FAN RETURN	RETURN FLOW FAN
	FAN SUPPLY	SUPPLY AIR FAN
	FIRE DAMP	DAMPER FIRE
	FLTR BANK	FILTER BANK
	FLTR CUNO	CUNO FILTERS
	FLTR GRILL	AIR GRILL FILTER
	FLTR HEPA	AIR FILTER HEPA
	MIXING BOX	MIXING BOX
	PUMP CHWTR	CHILL WATER PUMP
	VAV BOX	MOTORIZED DAMPER
	VAV DD	VAV: DOUBLE DUCT UNIT
	VAV HW	VAV: HOT WATER HEATING COIL UNIT
	VAV PHXS	Phoenix Sup -rht coil in frt of vlv

		VAV SC VAV SH	VAV: SINGLE DUCT COOLING (NO COIL) VAV: SINGLE DUCT HEATING (NO COIL)
	DOMEST H2O	STEAMTRAP-	STEAMTRAP
	HEATING	BOILER COIL ELECT COIL HEAT COIL PREHE COIL REHEA DEAERATOR DMPR-2POS DMPR-MOD FURNACE H2O HTRSYS HRSG HTR SUSPND HT-X COIL PUMP CDENS PUMP CIRC SPRTR-BD SPRTR-SMS STEAM LOOP STEAMHPSYS STEAMLPSYS STEAMMPSYS STEAMTRAP- STRAINER TANK DIH2O TANK EXPAN TANK STREV VALVE-ACW VALVE-ADI VALVE-AGAS VALVE-AHW VALVE-ASTM VALVE-PRVG VALVE-PRVS	BOILER HEATING COILS (ELECTRIC) HEATING COILS WITH OR WITHOUT FAN PREHEAT COILS WITH OR WITHOUT FAN REHEAT COILS WITH OR WITHOUT FAN DEAERATOR, PACKAGED UNIT DAMPER: AUTO 2-POSITION DAMPER: AUTO(MODULTNG/VAR. POSTN FURNACE HOUSEHOLD HOT WATER HEATING SY HEAT RECOVERY STEAM GENERATOR SUSPENDED HEATERS HEAT EXCHANGER COIL CONDENSATE PUMP CIRCULATION PUMP STEAM BLOW-DOWN SEPARATOR SEPARATOR (STEAM MOISTURE SEPARATOR STEAM: HAVAC HEATING/STERILIZATION STEAM HIGH PRESSURE SYSTEM STEAM LOW PRESSURE SYSTEM STEAM: MEDIUM PRESSURE STEAM SYSTEM STEAMTRAP STRAINER DEIONIZED H2O TANK TANK EXPANSION STEAM RECOVERY VESSEL (FLASH TANK) VALVE:AUTO CW (BAS) VALVE:AUTO DE-IONIZED WTR BAS VALVE:AUTO MODLTNG (GAS) BAS VALVE:AUTO MODLTNG(HW) VALVE:AUTO MODLTNG(STEAM) BAS PRESSURE REDUCING VALVE (GAS) PRESSURE REDUCING VALVE (STEAM)
	HVAC SPEC	HEAT WHEEL PUMP H2O STRAINER	HEAT WHEEL WATER PUMP or feed water pump STRAINER
	PACKAGE	AC UNIT DEHUMIDIFY EVAP COOLR HEAT PUMP HUMIDIFIER PKG UNIT	ROOM AIR CONDITIONING DEHUMIDIFIER EVAPORATIVE COOLER HEAT PUMP STEAM HUMIDIFIER ROOM FAN & COIL UNIT
OTHER	CUSTODIAL	CARPET EXT EXTERMINAT	CARPET EXTRACT EXTERMINATION
	VEHICLE	INSPECTION OFF ROAD	INSPECTION OFF ROAD EQUIPMENT

PLUMBING	SYSTEM	SCOOTER	SCOOTER	
		GAS ASSEMB H2O ASSEMB	GAS CONTAINMENT ASSEMBLY H2O ASSEMBLY	
DOMEST H2O	AERCO HEAT H2O HEATER H2O LOOP H2O HEATER H2O LOOP HYDRANT PUMP BOOST PUMP H2O STRAINER VALVE VALVE-PRVS VALVE-PRVW	AERCO HOTWATER GENERATOR DOMESTIC WATER HEATER WATER SYSTEM LOOP DOMESTIC WATER HEATER WATER SYSTEM LOOP FIRE HYDRANT BOOSTER PUMP WATER PUMP or feed water pump STRAINER ALL VALVES PRESSURE REDUCING VALVE (STEAM) PRESSURE REDUCING VALVE (WATER)		
	BLDG PLUMB H2O COOLER VALVE-AWT	CAMPUS WIDE INTERIOR BLDG PLUMBING ICE WATER COOL.SYS. VALVE:AUTO WTR TMRPG(BAS)		
	PLUMB SPEC	COMPRESSOR DRAIN FLR EYEWASH EYWSH/SHWR FLTR WATER FNTN EQUIP H2O DETECT H2O RECOVR H2O RESERV H2O SOFTEN H2O_WTSYS HOLDG TANK PREVENT BF PUMP BWASH PUMP CIRC PUMP COND PUMP RHEAT PUMP VACUU REGULATOR SFTYSHOWER SPRTR-AIR SPRTR-SMS VALVE-AGAS VALVE-PRVG VALVE-PRVW	AIR COMPRESSOR FLOOR DRAIN EMER EYEWASH ONLY EMER EYEWASH & SHOWER COMBO WATER FILTER FOUNTAIN WATER DETECTION RECOVERY SYSTEM WATER RESERVOIR WATER SOFTENER WATER SYSTEM TREATMENT SYSTEM HOLDING TANK BACK FLOW PREVENTOR BACKWASH PUMP CIRCULATING PUMP CONDENSING WATERPUMP HOT WATER PUMP VACUUM PUMP MANUAL / ELECTRONIC / PNEUMATIC EMER SAFERY SHOWER ONLY SEPARATOR (AIR/GAS FROM WATER) SEPARATOR (STEAM MOISTURE SEPARATOR VALVE:AUTO MODLTNG (GAS) BAS PRESSURE REDUCING VALVE (GAS) PRESSURE REDUCING VALVE (WATER)	
		DRAIN RF DRAIN STRM	ROOF DRAINAGE STORM DRAIN	
		SANI WASTE	DRAIN SWG EJECT SEWG FLOOD PUMP PUMP SUMP	SEWER DRAIN EJECTOR SEWAGE FLOOD PUMP SUMP PUMP

UTILITIES	DISTRIBUTE	FUEL_SYS	FUEL SYSTEM
		H2O_BFWSYS	BOILER FEEDWATER SYSTEM
		H2O_CHWSYS	CHILLED WATER SYSTEM
		H2O_CNDSYS	CONDENSATE WATER SYSTEM
		H2O_CWSYS	COOLING WATER SYSTEM
		H2O_DMSYS	DEMINERALIZED WATER SYSTEM
		H2O_MWSYS	MAKE UP WATER SYSTEM
		H2O_ROSYS	REVERSE OSMOSIS WATER SYSTEM
	UTILITIES	PUMP_CNTRL	PUMP CONTROL PANEL
		PUMP_JMAIN	PUMP JOCK MAINTENANCE
		REACTOR	REACTOR
		RECYCLE	RECYCLING & SUSTAINABILITY
		STA_SERV	STATION SERVICE ELECTRICAL SYSTEM
		STEAMHPSYS	STEAM HIGH PRESSURE SYSTEM
		STEAMLPSYS	STEAM LOW PRESSURE SYSTEM
TURBO_GEN	TURBINE GENERATOR		

ⁱ Reference E1997 ASTM Uniformat. The utilization of FAMIS for group - type - keywords is loosely based on the Uniformat. While FAMIS does not enforce a hierarchy, the use of Appendix A enforces it by business rules.