

**U. S. Department of Energy
Condition Assessment Information System
Request for Change
Change Request #: 20-03**

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Site Name:	Headquarters	HQ Program Office:	MA-50	Contractor	X																				
Proposed Change:	<p>Standardize the Location picklist on the IU Detail window. Sites will no longer be required to create and maintain their customized picklist for Location.</p> <p>Location is defined as: Identifies the physical location of the inspection unit within the real property asset.</p> <p>Currently 266 unique values used throughout the CAIS community.</p> <p>Proposal:</p> <ol style="list-style-type: none"> 1) Create a consolidated list for Location for all sites. Eliminate the duplicates caused by upper versus lower case, abbreviations, and singular / plural words. Examples of current values: <table border="1" style="margin-left: 40px;"> <tr> <td>ASSET WIDE</td> <td>Crude Oil</td> <td>EQ RM</td> <td>OUTDOORS</td> </tr> <tr> <td>ASSET WD</td> <td>Crude Oil System</td> <td>EQUIP ROOM</td> <td>OUTSIDE</td> </tr> <tr> <td>Asset wide</td> <td>Crude Oli Systems</td> <td>EQUIP-ROOM</td> <td>Outside</td> </tr> <tr> <td>BLDG WIDE</td> <td></td> <td>EQUIPMENT</td> <td>Outside Facility</td> </tr> <tr> <td>BUILDING</td> <td></td> <td>Equipment</td> <td></td> </tr> </table> <ol style="list-style-type: none"> 2) Enable filtering for the revised Location picklist so that it will scroll to the values as you type. 3) Crosswalk all the existing IUs to utilize the new consolidated Location values. 4) Sites may request additional values be added to the Location picklist by sending an email or calling the CAIS Helpdesk. We will ensure that no similar value exists before adding to the picklist. 					ASSET WIDE	Crude Oil	EQ RM	OUTDOORS	ASSET WD	Crude Oil System	EQUIP ROOM	OUTSIDE	Asset wide	Crude Oli Systems	EQUIP-ROOM	Outside	BLDG WIDE		EQUIPMENT	Outside Facility	BUILDING		Equipment	
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Justification:	<p>This change was presented and discussed at the 2019 CAIS User Group Meeting and agreed to by all attendees to streamline the IU creation process which will also allow for a more streamlined mobile solution for entering CAIS IUs.</p> <p>Furthermore, CAIS offers a Location Description field that is 150 characters long for providing detailed information regarding the location of the assets deficiency or modernization.</p>																								

Complete form and email to Adam Pugh (adam.pugh@hq.doe.gov)

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Please Do Not Type Below This Line	
CCB Remarks:	01/23/2020 – CCB Recommended
OAM Remarks:	01/24/2020 – Approved by Adam Pugh
Implemented:	06/15/2020 – Implemented into CAISv3.28

Complete form and email to Adam Pugh (adam.pugh@hq.doe.gov)