



**To: Dr J Manyaka
Senior Director Campuses**

**From: Andre van der watt
Manager: Maintenance**

Date: 28 February 2018

Re: MAINTENANCE REPORT APC CAMPUSES

1. PURPOSE / OBJECTIVE

To report all the maintenance work status at the APC campuses.

2. MAINTENANCE- APC Campuses

3.1. Activities in progress

2.1.1 Electrical and Mechanical (Campus, Residences and Houses)

- 2.1.1.1 Service of electrical panels
- 2.1.1.2 Replace lights library all floors
- 2.1.1.3 Install jacket hooks behind doors in all ablution facilities
- 2.1.1.4 Infrared scanning of electrical panels
- 2.1.1.5 Replacing of bulk head fittings Moshate Heights Residence
- 2.1.1.6 VC Residence reroute new water tanks
- 2.1.1.7 Island test for certificate of compliance on electrical installation
- 2.1.1.8 Replace inline fans B Lecture hall
- 2.1.1.9 Clean and repair ducting STH
- 2.1.1.10 Install new toilet fans library
- 2.1.1.11 Installing new led light fittings
- 2.1.1.12 C1 Lab new electrical installation
- 2.1.1.13 D3 Lab new upgrade electrical installation
- 2.1.1.14 New UPS power installation
- 2.1.1.15 New power skirting installation Library
- 2.1.1.16 C2 Lab new emergency power installation
- 2.1.1.17 C1 Lab replacing stolen earth

2.1.2 Building and Civils (Campus and Residences) in progress

- 2.1.2.1 Attend to Pigeon problem at Student Centre
- 2.1.2.2 Replace service duct doors at Residences
- 2.1.2.3 Replace blinds at Kilimanjaro 320 rooms and Panorama
- 2.1.2.4 Replace tiles in kitchen at Horizon residence-
- 2.1.2.5 Remove mirrors at Con- Cowan rest rooms
- 2.1.2.6 Replace plumbing fittings at Basket Ball Field
- 2.1.2.7 Spray paint of tables at Maintenance
- 2.1.2.8 Repair damaged epoxy flooring at FADA Building
- 2.1.3 New Louvers
- 2.1.4 New extractor fan STH
- 2.1.5 B Red leaking roof
- 2.1.6 Fada roof waterproofing
- 2.1.7 Research village install steel gate
- 2.1.8 Varnish all wooden window frames
- 2.1.9 Painting of Faranani residence

- 2.1.10 **Building and Civil (Campus, Residences and Houses) planned/ progress**
- 2.1.11 Replacement of non-complied emergency doors
- 2.1.12 Supply and install grease/fat traps at Student centre
- 2.1.13 Upgrading of sewerage at student centre-
- 2.1.14 Modifications to toilets for persons with disabilities at D Lab
- 2.1.15 Install bird control spikes at campus buildings
- 2.1.16 Move geysers outside at Lebone
- 2.1.17 Apply white translucent sheet to shower doors at Sophia town residences
- 2.1.18 Repairs to waterproofing Sophia town
- 2.1.19 Cleaning of ceilings in library
- 2.1.20 Tiling of window sills library
- 2.1.21 Repair hand rail cable library
- 2.1.22 Install aluminium strips on ceiling library
- 2.1.23 Repair aluminium glass door library
- 2.1.24 Install new timers on substation closers
- 2.1.25 Student enrolment replace extractor fan
- 2.1.26 Closing of steel doors to clinic
- 2.1.27 Security gates at C1 Lab
- 2.1.28 Replace geysers at Afslaan
- 2.1.29 Painting of cricket clubhouse
- 2.1.30 Painting of walkways all residence
- 2.1.31 Painting of Sophia town block A
- 2.1.32 Cleaning of ceilings library
- 2.1.33 Replace damaged baths in residence
- 2.1.34 Deep cleaning of drains at residence

- 3.2.1 **Electrical and Mechanical (Campus, Residences and Houses) Completed**
- 3.2.2 Emergency power installed at Impumelelo residence
- 3.2.3 LED Light fittings installed

4. Archibus maintenance report

4.1 Clients based request	= 778
4.1.1 Number of calls reported	= 778
4.1.2 Number of calls completed	= 445
4.1.3 Number of calls outstanding	= 333

4.2 Operations based request including requests reported from inspections.

4.2.1 Number of calls reported	= 1414
4.2.2 Number of calls completed	= 877
4.2.3 Number of calls outstanding	= 537

3. **Power failures**

4. City power failure 4 March 2018

6. **Emergency Power failure** **None**

7. **INCIDENTS / RISKS**

7.1 N/A

8. **HR INFO**

Vacancies are being advertised

8.1 **Human Resources - Employee Profile**

Permanent Employees	= 96
Fixed /Temporal Employees	= 0
Temporary Employees	= 10
Vacant	= 5

8.1.1 **Post Level Breakdown:**

Head count number of employees	= 111
Maintenance Manager	= 1
Managers	= 3

Supervisors	= 11
Administrative assistants	= 3
Drivers	= 0
Artisans	= 28
Semi –Skilled	= 56
Store man	= 2
General Assistants	= 0
Vacant Posts	= 5

8.1.2 **Equity Profile:**

African Male	= 74
African Female	= 2
Coloured Male	= 1
Coloured Female	= 1

Indian Male = 1
White Male = 14
White Female = 1

Number of job card requests to date

Year to date Performance score 2.43

<u>RANGE</u>	<u>NO OF REQUESTS</u>	<u>CLOSED</u>	<u>OPEN</u>
1/1/18 to 1/2/18	2017	1675	342