

TAMS Procedures - Condition Rating

Entering Condition Rating Data

The following procedures show how condition rating data can be entered into TAMS. The procedures assume that the asset register has already been established. If it has not been setup then you should refer to the procedures document 'Asset Register' for the particular module being used.

Before commencing this procedure, you should collate your condition data sheets by survey date and raters name as these must be unique for each data entry session.

1. Setup the Raters lookup table (under SETUP on the menu bar)
2. Setup drop-down list values for all condition fields being used (see Drop-Down Lists under SETUP on the menu bar)
3. If the optional condition fields are being used, setup optional condition values and field labels (using the Designations/Specific Fields option under SETUP on the menu bar).
4. Use the condition table entry system for entry of condition data. This is accessed from the Condition function on the main menu. This function allows you to enter condition data on a batch process, and prompts for details of survey date/rater's name etc at the end of the session (thus saving you from having to enter these details for each record). To enter data, select the road and segment, and all facilities/assets will appear ready for entry of condition data. For ease of data entry, rotate the columns so that they appear in the appropriate order to match your field sheets (by putting the cursor on the appropriate column, and clicking on the Rotate Columns button at the bottom of the screen or using the Ctrl-R keys)

NOTE: If you wish to change asset data (eg a quantity or a length), put the cursor on the asset to be changed, press the Edit Asset Details button and make the required changes. Press the Close button when complete.

NOTE: You normally would not need to use the 'Assessed Life' and 'Use CI' (condition indexing) columns. If you wish to use condition indexing, it is best done in bulk after all the condition data has been entered (see Condition Indexing below).

5. When you have finished entering data, press the OK button and enter the survey details in the prompt box that appears on the screen.

6. Backup your data on a regular basis!!

NOTE: Because the condition table entry system works on a batch process, every time you enter the table you will not see any data that has been previously entered. This does not mean that your last entered data has not been saved.

NOTE: If you need to exit the condition table entry system before finishing entering data for a particular survey date and rater's name, then make a note of where you are before you save the data. When you come back into the system you simply continue on from where you left off, and enter the same survey date and rater's name when you are finished.

NOTE: Standard forms for field data entry are available in TAMS in the Miscellaneous group of the reporting menu. These report forms show all the existing asset data ready for condition rating.

Viewing Condition History

You can view condition history data either on the asset details screen or by using the Condition function on the main menu. To view condition history using the Condition function, click the Condition button on the main menu, click on Reference Navigator, select the required asset and press the Condition Rating Details button. You will now be on the Condition History screen for the selected asset. All condition surveys that have been entered for the selected asset will be shown. Use the scroll bar to scroll across the various columns. You can re-arrange the order of the columns by putting the cursor on the field to be moved and pressing the Rotate Columns button (or by pressing Ctrl-R). Note that you can use PgeUp or PgeDn to move between assets, or use the Ctrl-Z function.

Making Changes to Condition Rating Data

It is possible to make changes to the last entered condition rating data for each asset. To do this, select the Condition function on the main menu, click on Reference Navigator, select the required asset and press the Condition Rating Details button. You will now be on the Condition History screen. Press the button 'Edit Last Survey' at the bottom of the screen, and a screen appears showing details of the last survey data for the selected asset. Make the required changes. Press the Close button when complete.

Note that you cannot make changes to any historical condition rating data apart from the last condition survey for each asset.

Reporting on Condition Rating

You can use the report prefilter to select the rating year, rating date or rater's name upon which to report. To do this, click on the Condition checkbox at the bottom of the prefilter screen, enter the details into the appropriate fields on the prefilter screen and then press the button "Set Filter".

If you wish to export a particular part of the network then you can use the prefilter to make your selection.

Available reports for Condition rating are in the Condition group of the reporting menu. You can also design your own reports using the skeleton reports provided (provided that you have Paradox for Windows Version 5 - available from DPWS).

Exporting Condition Rating Data (Roads Module)

You can use the prefilter that is available with each of the export functions to select the rating year, rating date or rater's name upon which to export. To do this, click on the Condition checkbox at the bottom of the prefilter screen, enter the details into the appropriate fields on the prefilter screen and then press the button "Set Filter".

If you wish to export a particular part of the network then you can use the prefilter to make your selection.

Validation Messages

If you enter data which does not conform with the requirements for export to the RTA maintenance systems, then validation messages will appear. These are only warning messages and can be overrided if you do not want to deal with the problem straight away. You can validate your data later in bulk using the Validate Segments function under SPECIAL on the menu bar.

Condition Indexing

If you intend to use condition indexing to determine residual life, setup condition indexing using the Condition Indexing option under SETUP on the menu bar. Enter values for Rating Weights and Percentage Life for each Designation or Designation/Description. For pavement assets in the Roads module, percentage life values should be entered using Setup Drop-Down Lists on the menu bar.

Next step is to use the condition indexing function to automatically calculate residual life. To do this use the CALCOND script which can be run from the 'About TAMS' option under Help on the menu bar. To run the script enter Alt-P and enter CALCOND in the prompt box. Ensure that all necessary data has been entered prior to running this script. When the script has been run, the Asset Details screen for each asset will be updated for the new residual life (via the Residual Performance Life field of the Unit Costing screen).

See the document ‘Procedures for Costing and Depreciation’ or the User’s Guide for further details.

Changing Segment Codes (Roads Module)

Select the Rename Assets function under SPECIAL on the menu bar, click on the Road and Segment to be changed, click on the Change checkbox at the bottom of the Segment column and enter the new code. Press the Process button. The segment code will be changed for all facilities/assets pertaining to that segment.

Note that you can also use this function to change road codes and facility codes.

Splitting a Segment (Roads Module)

The process of splitting a segment involves creating a new segment and then editing the existing segment. For example, if Segment 0030 is to be split into two segments. You edit the existing segment 0030 and create another segment 0035. To create the new segment, go to the Reference Navigator, select the required road and enter the new segment. Create facilities/assets as required. Go to the Segment Details screen for the new segment and enter the necessary segment details, asset details and condition data.

Next step is to edit the existing segment. Go to the Segment Details screen for the existing segment and change the segment length and link details, then go to the Asset Details screen and change asset details as required.

If you wish, you can then change the segment code of the existing segment by using the Rename Assets function (see above). In the above example, you can change segment 0030 to 0032.

NOTE: The Condition History will remain with the existing segment. In the above example, segment 0030 will retain the condition history. If it is renamed to 0032, then the condition history for 0030 will go to 0032 along with all the other data for the segment.

NOTE: A history of changes is kept to segment details. See the Segment History button on the Segment Details screen.

HINT: When creating the new segment, enter an audit reason such as “Splitting segment”. Its a good idea to standardise your audit reasons if at some stage in the future you want to track the history of these changes.

Moving a Segment to another Road (Roads Module)

To move a segment to another road you first need to create a new segment with the same code for the destination road, and then create facilities for that new segment. This is best done using the reference navigator. Do not enter any components/assets. *Be sure that the Auto Create Facilities checkboxes are not ticked on the Import/Export Codes form (under SETUP on the menu bar).* You then go to the Asset details screen, and for each asset pertaining to the old segment you change the road code to the destination road. When you are finished, go to the reference navigator and delete the old segment.

Deleting a Segment (Roads Module)

To delete a segment, go to the Reference Navigator, select the required Road and segment, and press Ctrl-Del. You will be asked to confirm the deletion. All facilities/assets associated with the segment and all associated data will be deleted. A record of the deletion will appear in the Audit History file.

NOTE: A similar process applies for deleting a road, facility or component.