

The following is a functionality list for MEX products.

All items marked with a “•” denote that this function is included in this product.

	MEX	FleetMEX	iOS App
Modules			
Asset Register	•	•	•
Work Orders	•	•	•
Inspections	•	•	•
Readings	•	•	•
Invoices	•	•	
PM	•	•	
Control Files	•	•	•
Reports	•	•	
Timecards	•	•	
Keys	•	•	
Downtime	•	•	
Drawings	•	•	
Requests	•	•	•
Accidents	•	•	
Catalogue	•	•	
Reservations	•	•	
Issues	•	•	•
Requisitions	•	•	
Purchasing	•	•	•
Goods Receipt	•	•	•
Transactions	•	•	
Replenish Stock	•	•	
Stocktake	•	•	•
Security	•	•	•
Approval system	•	•	•
Multi Language	•	•	•
Report Writer	•	•	

	MEX	FleetMEX	iOS App
General			
Security – Multi Level	•	•	•
Sort listings	•	•	•
Add totals to listing columns	•	•	
Move columns in listing	•	•	•
Add columns in listing	•	•	•
Alternate colour coding in listings	•	•	•
Mandatory fields	•	•	•
Approval process	•	•	•
Change labels on every form and report	•	•	
Android Tablets	•	•	
Multi Language	•	•	•
Add values to look up tables on the fly.	•	•	•
Attach documents to most forms	•	•	•
Ability to handle any image format. BMP, Jpeg, mpg, PNG etc	•	•	•
Help Guide, context sensitive	•	•	•
Free Database. Either MS SQL express or MS SQL Server	•	•	•
Email capability	•	•	•
Local Database system	•	•	•
Web hosted database system option	•	•	•
Multi User	•	•	•
Customisable reports	•	•	
All records tagged with user that created and when	•	•	•
All records tagged with modifications made to record by whom and when	•	•	•
Browser based system	•	•	
Multi Operating System	•	•	
Log out after set time period	•	•	•
Multi Currency	•	•	•
View all users of the system	•	•	•
Terminate session for any user	•	•	•
Variable budget dates	•	•	•

	MEX	FleetMEX	iOS App
Asset Register			
Unlimited level asset tree	•	•	•
Images of assets	•	•	•
Group by asset type	•	•	•
Manufacturer and Model No	•	•	•
Account code for all maintenance work	•	•	•
Make an asset inactive	•	•	•
Registration Number	•	•	•
Vehicle details	•	•	•
Multiple Reading types per asset. eg: Kilometres and Litres	•	•	•
VIN Number	•	•	•
Engine Number	•	•	•
Customer who owns this asset	•	•	•
User defined fields for every asset	•	•	•
Active / Inactive Status	•	•	•
Purchase price	•	•	•
Sale Price at end of life	•	•	•
What vehicle replaced this vehicle	•	•	•
View all work orders and history for each asset	•	•	•
To do list. Manually enter work that needs to be done in the future.	•	•	
Unlimited assets per level in the asset tree.	•	•	•
Duplicate assets	•	•	•
Duplicate entire sections of asset tree	•	•	•
Show / Hide Assets	•	•	•
Delete assets and children	•	•	•
Rename / Renumber assets	•	•	•
Application Parts Lists / Bill of Materials	•	•	•
Attach Engineering drawings to assets	•	•	•
Lifetime maintenance costing	•	•	•
Fuel usage	•	•	
Fuel costs	•	•	
Nominate contractor to maintain this asset	•	•	•
Safety notes for each asset get copied to all work orders	•	•	•
Financial asset number different to asset number	•	•	•
Available hours per week	•	•	•
Physical characteristics	•	•	•
Physical address of asset	•	•	•

	MEX	FleetMEX	iOS App
Asset Register			
Unlimited depreciation types	•	•	•
Scrap value of asset	•	•	•
Market value of asset	•	•	•
Sale details of asset	•	•	•
Leasing information	•	•	•
Registration reporting for each asset	•	•	•
Warranty warnings if asset worked on whilst under warranty	•	•	•
Warranty by months or usage	•	•	•
Security number of asset	•	•	•
FBT associated with an asset	•	•	•
Insurance details of each asset	•	•	•
Drag and drop asset movement	•	•	
Track asset movement for entire life of asset	•	•	•
Standard work orders for each asset	•	•	•
PM program for each asset	•	•	•
Automatic numbering of assets (optional)	•	•	•
Work Orders			
Add / edit Work Orders	•	•	•
Multiple assets per Work Order in inspections	•	•	•
Inspection Work Orders	•	•	•
Automatic creation of Work Orders from inspections results entered.	•	•	•
Work Order number and suffix	•	•	•
Automatic Work Order numbering	•	•	•
User defined Work Order numbering system	•	•	•
Work description	•	•	•
Instructions for each job	•	•	•
Safety notes automatically from asset register for each asset	•	•	•
To do lists	•	•	•
Account code for each Work Order	•	•	•
Multiple dates for each Work Order. Raised, due start, started, due finish and finished.	•	•	•
Group parent child Work Orders	•	•	•
Electronic Permits	•	•	

	MEX	FleetMEX	iOS App
Work Orders			
Printed Flag	•	•	•
Email Work Orders	•	•	•
Multiple print formats	•	•	•
Standard or contractor format of Work Order	•	•	•
Account code for each Work Orders	•	•	•
Estimated duration	•	•	•
Percentage complete of Work Order	•	•	•
Status – user definable	•	•	•
Priority Management	•	•	•
Work Order ageing in scheduler	•	•	
Job types – user definable	•	•	•
Group work by department	•	•	•
Group work by any criteria in listing	•	•	
Add additional fields to listing as required	•	•	
Link job request to work order	•	•	•
Reading of asset when Work Order created. eg 7,490 hours	•	•	•
Nominate work order as a group Work Order	•	•	•
Component codes to nominate what component of the asset is worked on	•	•	•
User defined fields	•	•	•
Refers to PM or standard job that work order was created from	•	•	•
Duplicate Work Orders	•	•	•
Turn Work Order into a PM	•	•	•
Add a new asset on the fly	•	•	•
Multiple closing statuses for Work Order. eg completed but not invoiced etc	•	•	•
Post entry Work Order. Add a Work Order after the job has already been done.	•	•	
Create multiple invoices for each Work Order	•	•	•
Job codes. Ability to assign multiple jobs to one work order & capture all events in relation to this. eg Section a WO for a truck into engine work & brake work. Capture costs and labour for each area.	•	•	•
Major and Minor job codes. eg Power Train / Engine	•	•	•
Nominate account code for each job code	•	•	•

	MEX	FleetMEX	iOS App
Work Orders			
Nominate contractor for each job code.	•	•	•
Estimated and actual costs.	•	•	•
Labour costs	•	•	•
Material costs	•	•	•
Other costs	•	•	•
Signature capture	•	•	•
Link multiple documents, images and photos to each Work Order	•	•	•
Add spare parts directly from store	•	•	•
Automatically update APL's as parts are issued to a Work Order	•	•	•
Update related asset APL's with parts used on a Work Order	•	•	•
Issue stock to work order	•	•	•
Return stock to store from a Work Order	•	•	•
Create a purchase order for spare parts from a Work Order	•	•	•
Requisition spare parts	•	•	•
Reserve spare parts	•	•	•
Estimated spare parts	•	•	•
Actual spare parts used	•	•	•
Assign unlimited tasks	•	•	•
Have a reading type on each task	•	•	•
Min and max value for task reading	•	•	•
Create work subsequent Work Orders if task reading outside bounds from a standard job	•	•	•
Turn Work Order into a standard job.	•	•	•
Assign different trades people to each task	•	•	•
Unlimited trades people per Work Order	•	•	•
Estimated duration of each trade	•	•	•
Actual duration for each trade	•	•	•
Estimated date and due start for each trade	•	•	•
Actual date and time started for each trade	•	•	•
Record person dropping work off including contact details	•	•	•
Time work dropped off	•	•	•
Expected pick up time for work	•	•	•
Dispatch work to contractors	•	•	•
Freight method to contractor work shop	•	•	•

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Work Orders			
Know what assets and equipment are off site at contractors work shops.	•	•	•
Check in time for contractor work shop.	•	•	•
Record date time contractor work returned	•	•	•
Attach a customer for any Work Order	•	•	•
Quote value and number for customers	•	•	•
Customer order no for customer work.	•	•	•
Create multiple invoices for each work order	•	•	•
Multiple payments for each invoice	•	•	•
Invoice payment due dates	•	•	•
Customer contact information	•	•	•
Specific sell price of labour and material for each customer	•	•	•
Specific sell prices for labour and material	•	•	•
Terms for each customer	•	•	•
Risk assessment for each Work Order	•	•	•
Risk score of work	•	•	•
Risk type	•	•	•
Hazard description for each risk	•	•	•
Permit number for each risk	•	•	•
Assessed by and responsible person for each risk assessment	•	•	•
Duplicate risk analysis	•	•	•
Risk calculator	•	•	•
Re open closed work orders	•	•	•
Lock estimated values on start of a work order	•	•	•
Print estimate picking slips for easy store issue	•	•	•
Customisable Work Order statuses	•	•	•
Automatically generate APL's / BOM's when part is used on Work Order	•	•	•

	MEX	FleetMEX	iOS App
Inspections			
Inspection Work Orders. Able to inspect many assets on one Work Order	•	•	•
Inspection questions and answers	•	•	•
Print inspection sheets	•	•	•
Create subsequent Work Orders from out of range answers	•	•	•
Have one Work Order for all routine reading recordings	•	•	•
Record every inspection answer to history for an asset	•	•	•
Readings automatically added to readings module for each asset	•	•	•
Scheduling			
Automatically create daily or weekly schedules	•	•	
Measure scheduled versus achievement	•	•	
Allocate man power to each Work Order	•	•	
Graphically view loading for each employee	•	•	
Graphically view workload per day or week	•	•	
Simple rescheduling of any Work Order	•	•	
Print worksheets	•	•	
Plan months in advance	•	•	
User defined scheduling percentage. eg: only schedule 80% work	•	•	
User defined selection of Work Orders for schedule by priority	•	•	
Ageing process for automatic selection.	•	•	
Multiple schedules for multiple groups. eg: electricians and fitters	•	•	
Automatically add in PM work to schedule	•	•	
Contractor Option of Work Orders			
View all work performed by contractors	•	•	
Add Purchase Order with one click	•	•	
Attach multiple invoices from contractor for each Work Order	•	•	
Approval system for all invoices	•	•	
Reject invoices from contractors	•	•	

	MEX	FleetMEX	iOS App
History			
Add / edit history of work	•	•	•
Delete Work Orders	•	•	•
Repair time for each Work Order	•	•	•
Downtime for each Work Order	•	•	•
Failure Mode and effect analysis (FMEA)	•	•	•
Invoice directly from history	•	•	•
Add unfinished tasks to To do list	•	•	•
FMEA graphs	•	•	•
Post entry Work Orders	•	•	•
Update PM schedule on close of work orders. eg: if reading is 10,200 kilometres instead of 10,000 then will ask to update the PM schedule	•	•	•
Update child asset readings of asset being work on.	•	•	•
Readings			
Record any type of reading for an asset	•	•	•
Push readings down to child assets	•	•	•
Multiple reading types per asset	•	•	•
Averaging – Automatic and manual override	•	•	•
Unlimited readings per asset	•	•	•
User defined average cycle. Default is lifetime readings, but can be set to any value	•	•	•
Graphing of readings	•	•	•
Fuel usage	•	•	•
Fuel costs	•	•	•
Multiple fuel types per asset (eg: gas and Petrol)	•	•	•
Graph – fuel usage	•	•	•
Lubricant usage. eg: top up oil	•	•	•
Add / edit readings	•	•	•
Delete readings	•	•	•
Delete reading types	•	•	•
Import fuel usage and readings from other systems.	•	•	•
Change out broken meters	•	•	•
Fuel rebate management	•	•	•
Print out recording sheets	•	•	•
Take readings via mobile device	•	•	•

	MEX	FleetMEX	iOS App
Invoicing			
Invoice for any work done	•	•	•
Add / edit / delete invoices	•	•	•
Individual markups per customer	•	•	•
Automatically invoice from Work Orders	•	•	•
Cancel invoices	•	•	•
Customise invoice print	•	•	•
Invoice statuses	•	•	•
Date payment due	•	•	•
Outstanding invoice reporting	•	•	•
Link to quote no for invoice	•	•	•
Customer order number	•	•	•
Capture signature	•	•	•
Add freight cost to invoice	•	•	•
Unlimited items per invoice	•	•	•
Add selling price for labour and material	•	•	•
Issue catalogued items directly from store	•	•	•
Multiple payments per invoice	•	•	•
Invoice balance	•	•	•
Create credit note for any invoice	•	•	
Preventative Maintenance (PM)			
Add / edit / delete PM's	•	•	
PM's with any frequency type. eg: hours, kilometres, litres etc.	•	•	
Automatically create Work Orders when PM's due	•	•	
Create inspection PM's. eg: Multiple Assets per PM	•	•	
Manually turn PM into a work order	•	•	
Create a standard job with no frequency	•	•	
Hierarchical PM's. eg: 10,000, 50,000 and 100,000 km PM's	•	•	
PM schedule can be fixed or floating	•	•	
Dual frequency on any PM	•	•	
Estimated duration of PM's	•	•	
Assign contractor to PM	•	•	
Triggered PM's. PM turned into work order once next reading exceeded.	•	•	
Labour costs	•	•	
Material costs	•	•	
Other costs	•	•	
User defined fields	•	•	

	MEX	FleetMEX	iOS App
Preventative Maintenance			
Have PM's create Work Orders for contractor of each asset	•	•	
Multiple Work Order formats	•	•	
Link PM's by asset type, manufacturer and model number	•	•	
Duplicate PM's	•	•	
Description, safety notes and instructions for every PM.	•	•	
Job codes for every PM	•	•	
Have multiple contractors for each PM	•	•	
Attach documents, images and drawings to any PM.	•	•	
Spare parts and material for every PM	•	•	
Automatically reserve parts when PM turned into Work Order	•	•	
Automatically requisition parts when PM turned into a Work Order	•	•	
Tasks for each PM	•	•	
Record readings through tasks for each PM	•	•	
Standard jobs turned into Work Orders for broken conditions in tasks	•	•	
Trades people for each PM	•	•	
Trace codes for each PM	•	•	
Make assets in active for a PM	•	•	
View last Work Order created for a PM	•	•	
Risk assessment for each PM	•	•	
Risk score of work	•	•	
Risk type	•	•	
Hazard description for each risk	•	•	
Permit number for each risk	•	•	
Assessed by and responsible person for each risk assessment	•	•	
Duplicate risk analysis	•	•	
Risk calculator	•	•	
Create schedules for all PM work for any time frame	•	•	
Inspection PM's	•	•	
Group assets by asset type in inspections	•	•	
Automatically print all work orders created from PM's	•	•	
Print spare parts lists for created Work Orders	•	•	

	MEX	FleetMEX	iOS App
Security			
Add / edit / delete security groups	•	•	•
Security options for every item on form: not visible, disabled, read only, read / write	•	•	•
Mandatory fields for any field	•	•	•
Hide / show modules	•	•	•
Hide / show forms	•	•	•
Users can be members of multiple groups	•	•	•
Predefined security groups	•	•	•
Mandatory field and zero value allowed	•	•	•
Graphical tool to manage security	•	•	•
In use security setup. i.e. Whilst on any form able to set up security	•	•	•
Passwords for each users	•	•	•
Turn security on / off	•	•	•
Turn security warnings on or off	•	•	•
Turn auditing on / off	•	•	•
Audit trails	•	•	•
Approvals			
Purchase Order approval	•	•	•
Purchase limits	•	•	•
Email notifications	•	•	•
Linked in with MEX today	•	•	•
Approval management if not available	•	•	•
Multi level approval system	•	•	•
Request approval	•	•	•
Request approval amount	•	•	•
Requisition approval	•	•	•
Requisition approval amount	•	•	•
Approve / decline all approvals	•	•	•
Regions			
Have multiple regions running on one database	•	•	•
Have PM's cross all Regions or not.	•	•	•
Make any record part of a region	•	•	•
Regions can share data	•	•	•
Reporting via Regions	•	•	•
Make Regions inactive	•	•	•
Multi level regional system	•	•	•

	MEX	FleetMEX	iOS App
Languages			
Multi language	•	•	•
Add / edit / delete languages	•	•	•
Swap between languages	•	•	•
Change any word or phrase. eg: change work order to job	•	•	•
Export / import dictionary of words to excel for easy translation	•	•	•
Bulk change of word	•	•	•
Easy to use interface to change names	•	•	•
User Options			
Change the way that a user receives and interacts with system	•	•	•
Definable for each user	•	•	•
Auto generate Work Orders from PM's on startup	•	•	•
Contacts			
All contact details for any contact	•	•	•
Customer name	•	•	•
Customer address	•	•	•
Billing address	•	•	•
Sell price of individual items and services	•	•	•
Multiple contacts per company	•	•	•
Primary contact	•	•	•
Make contacts inactive	•	•	•
Make contact Mex Ops user	•	•	•
Attach any files to contact. Image, graphic, documents etc.	•	•	•
Insurance details for each contractor	•	•	•
Notification when insurance expired or due to expire	•	•	•
Policy no & company for each insurance policy	•	•	•
Catalogue of parts provided by each supplier	•	•	•
Qualifications for each contact	•	•	•
Renewal dates for qualifications	•	•	•
Qualification expiry notification	•	•	•
Trade codes for each contact	•	•	•
Multiple trade codes	•	•	•

	MEX	FleetMEX	iOS App
Contacts			
Individual labour charge out rates for each contact	•	•	•
Individual spare parts costs per contact	•	•	•
Price ceilings for all parts	•	•	•
Tax exemption	•	•	•
Reports			
Built in report writer	•	•	
Create queries or views for new reports	•	•	
Over 200 reports and graphs built in	•	•	•
Print or email reports	•	•	•
Duplicate report and modify	•	•	•
Add report to favourites listing	•	•	•
Predefined filtering criteria for each report	•	•	•
Print preview	•	•	•
Stores			
Multiple costing methods LIFO, FIFO, fixed, average	•	•	•
Full list of all store transactions	•	•	•
Automatic Numbering for Purchase Orders and Catalogue	•	•	•
Automatically update costs on receipt of goods	•	•	•
Allow negative stock on hand	•	•	•
Receive more than ordered	•	•	•
Invoice matching	•	•	•
Approvals for purchasing system	•	•	•
Customisable Purchase Order	•	•	•
Multiple stores	•	•	•
Multiple bins	•	•	•
Catalogue listing	•	•	•
Revalue any item	•	•	•
Complete transactional history for each item	•	•	•
Add / edit / delete items in catalogue	•	•	•
Group, class and INC categorisation	•	•	•
Designed for NATO standard cataloguing	•	•	•
Stock class	•	•	•
Superseded parts	•	•	•
Shelf life	•	•	•
Barcode numbers / RFID number	•	•	•

	MEX	FleetMEX	iOS App
Stores			
Active / inactive	•	•	•
Are items stocked	•	•	•
Consignment stock	•	•	•
Are items lubricants	•	•	•
Bulk issue	•	•	•
Hazardous Material	•	•	•
Bin location	•	•	•
All stock quantities. On hand, ordered, reserved, requisitioned	•	•	•
Max and min values	•	•	•
Markups of items. Fixed / percentage / amount	•	•	•
Taxation for each item	•	•	•
Images of all items	•	•	•
Duplicate items	•	•	•
Same stock in multiple bins	•	•	•
Multi suppliers for each item	•	•	•
Purchase contract numbers	•	•	•
Superseded items for each supplier	•	•	•
Document management for each catalogue item	•	•	•
Application Parts List / BOM's	•	•	•
Buy quantity for each supplier	•	•	•
Reservations			
Reserve parts for any Work Order	•	•	
Approval system for reservations	•	•	
Issue reserved parts easily	•	•	
Automatically generate reservations from PM's	•	•	
Cancel reservations	•	•	
Issue / Return spare parts			
Issue parts to Work Orders or account code	•	•	•
Add / edit / delete issues	•	•	•
Transactional history	•	•	•

	MEX	FleetMEX	iOS App
Requisitions			
Suggested vendor	•	•	•
Work Order no or account code for the requisition	•	•	•
Delivery address	•	•	•
Online portal through MEX Ops	•	•	•
Approval process	•	•	•
Date required	•	•	•
User defined fields	•	•	•
Turn requisition into reservation	•	•	•
Directly issue parts	•	•	•
Purchase from requisition	•	•	•
Add / edit / delete requisitions	•	•	•
Purchasing			
Add / edit / delete Purchase Orders	•	•	•
Approval process	•	•	•
Goods receipt	•	•	•
Invoice receipt	•	•	•
Goods return	•	•	•
Adjustment notes	•	•	•
Print or email	•	•	•
Duplicate Purchase Order	•	•	•
Status of Purchase Order	•	•	•
Due date	•	•	•
Freight details and charges	•	•	•
Taxation	•	•	•
Receipt goods directly into store	•	•	•
Direct charge purchasing	•	•	•
Standing orders for suppliers	•	•	•
Budget on standing orders for suppliers	•	•	•
Expiry dates on standing orders	•	•	•
User defined fields	•	•	•
Transactional history	•	•	•
Attach documents and files to Purchase Order	•	•	•
Modify receipts of goods	•	•	•
Return goods to supplier	•	•	•
Select items from requisitions	•	•	•
Add and show logos of each supplier	•	•	•

	MEX	FleetMEX	iOS App
Good Receipt			
Receipt at order prices	•	•	•
Automatically update Catalogue values upon receipt	•	•	•
Non-Purchase Order receipt of goods	•	•	•
Quantity received	•	•	•
Quantity outstanding	•	•	•
Received by details	•	•	•
Docket details from supplier	•	•	•
Barcode receipt	•	•	•
Invoice Matching	•	•	•
Replenish Stock			
Automatically reorder stock items due to be ordered	•	•	
Utilise standing orders to replenish	•	•	
Create new purchase orders for replenishment	•	•	
Vary stock requirements before ordering	•	•	
Buy quantity	•	•	
Suppliers selected automatically	•	•	
Change suppliers	•	•	
Stocktake			
Add / edit and delete stocktakes	•	•	•
Stock selector for quick selection of stock.	•	•	•
Duplicate stocktake	•	•	•
Link to mobile device	•	•	•
Print stocktake list	•	•	•
Capture variation after stocktake time	•	•	•
Key Register			
Listing of all keys used	•	•	
Number of duplicates of keys	•	•	
Master key	•	•	
Key details	•	•	
Keys issued to what personnel	•	•	

	MEX	FleetMEX	iOS App
Downtime			
Record downtime for any asset	•	•	
Automatically update downtime values	•	•	
Reason codes	•	•	
Categorise each downtime record	•	•	
Duplicate records	•	•	
Graph of downtime	•	•	
Add / edit / delete downtime records	•	•	
Downtime reports	•	•	
Link to Work Order History records	•	•	
Job Request System			
On line portal for users to report requests (MEX Ops)	•	•	•
Request any work	•	•	•
Estimated price for each request	•	•	•
Approval process	•	•	•
Response process	•	•	•
Details of requester of work	•	•	•
Create Work Order direct from request	•	•	•
Trace work status from request	•	•	•
User can see progress of Work Order for request	•	•	•
Attach request to existing Work Order	•	•	•
Add asset or equipment on the fly	•	•	•
Create a PM from request	•	•	•
Raise a standard job to repair request	•	•	•
Reports on request performance	•	•	•
Accidents			
Record details of every accident	•	•	
Attach documents and photos of accident	•	•	
Link to a work order for repair	•	•	
Report on excessive damage by personnel	•	•	
Insurance details	•	•	
Repair details	•	•	
Details of accident	•	•	
Driver details	•	•	
Duplicate accident	•	•	
Print/email accident report	•	•	