

Checklist: Simplify Key Equipment Inspections with CRE Technology

For building engineers with a full schedule of monthly, weekly, and daily inspections tasks, it's not easy to recall every item that needs to be checked, and when.

But failure to do so leaves properties vulnerable to premature asset failure, safety risks, liabilities, and in extreme cases even death. Not to mention, tenants nowadays have high expectations. They have little patience for malfunctioning equipment that disrupts their workdays.

Ineffective inspections programs can be particularly problematic during COVID-19, when buildings [rely on facilities teams](#) to keep spaces safe and sanitary.

In this climate, **property teams can't afford to guess if equipment inspections are done correctly**. Using CRE technology, property teams can achieve full visibility into building performance and 100% confidence in their building inspections.



Map Routes

A successful inspections plan requires a complete, easy-to-reference list of checkpoints. When implementing or revamping an inspections plan, facilities managers should walk through the building and grounds, noting every area and piece of equipment their team is responsible for. Do this several times using different routes to ensure comprehensive information.



Create a Schedule

Use the information collected on these walkthroughs to create a thoughtful inspections schedule, indicating inspection frequency, unit of measurement, and target operating range values. While you can create task schedules manually, inspections software makes it much easier to create consistent task schedules across multiple buildings and asset types.



Ditch Paper Logs

[Retiring paper logs](#) is arguably the most important step to better inspections. When a paper report is submitted, there are two typical outcomes. Either the information is manually duplicated into a database, often by engineers working after hours. Or the report is filed away into a cabinet and forgotten. Paper logs can't prevent team members from writing illegibly or submitting logs with incomplete information. Inspection software platforms can, while making it easier to find, evaluate, and trend information.

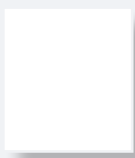


Use Templates

Implementing a standard inspection template ensures reports are consistent across all team members, buildings, and shifts. Paper templates are better than no templates. But software is better than paper. Software platforms allow you to customize an inspections template to your needs.

Teams can set response requirements and choose the question style that best fits the specific inspection type. This can include checkboxes, dropdowns, and text responses. By making certain steps mandatory before proceeding, you can ensure steps are performed in the proper order.





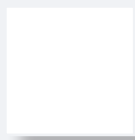
Snap a Photo

Engineers typically must describe complex equipment issues in just a few words, often while rushing to get to their next task. Photos provide insight into an asset’s status and can save engineers valuable time. (Consider making photos a response requirement in the inspections templates mentioned previously.) A mobile inspections solution makes it simple to add photos to a report. Having clear-cut proof that an engineer visited a site as scheduled improves team accountability.



Facilitate Task Followup

When equipment fails an inspection, you need to quickly create a work order to prevent tenant inconvenience and asset damage. Enabling engineers with a [mobile inspections platform](#) empowers them to initiate and escalate follow-up tasks the moment they identify an issue—meaning faster resolutions. Choose an inspections platform that integrates with your work order software, so engineers can create work orders without even switching screens.



Track Information

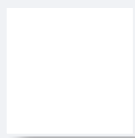
A good software platform can compile digital logs easily into digestible reports. With information presented in a clear visual format, property teams can easily identify trends and evaluate their performance against targets. No more mining for insights in file cabinets or spreadsheets. Such reports also allow teams to budget more intelligently by analyzing historical performance to predict when assets might be nearing end of life.



Accommodate COVID-19 Adjustments

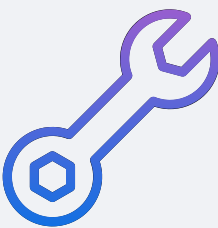
Because of COVID-19, inspections programs must now include more frequent inspections, enhanced cleaning, and adjusted equipment routines. And for proof of inspections, teams need to have shareable reports ready.

A good inspections platform makes it simple to build new tasks into existing schedules, and efficiently allocate engineers' workloads. Digital schedules also make it easy to suspend inspections that aren’t needed. With many buildings still at partial occupancy, some facilities are winding down services and choosing to focus their limited staff only on what’s necessary.



Keep Engineer Needs at the Forefront

As helpful as technology is, *people* are still a property team’s greatest inspections asset. So keep the end users—engineers—top of mind when evaluating inspections technology. Consider the most time-consuming elements of an engineer’s day. Make functionality addressing that central to your search. This might include the ability to add instruction text to a template for less experienced field engineers. Go straight to the source and ask engineers to share their recurring bottlenecks.



Inspect, Detect, Prevent, Repeat.

A modern building inspections platform helps property teams detect small issues before they become large and expensive.

Building Engines’ inspections and maintenance solutions create inspection consistencies, offer insightful, accessible reports, and empower engineers with the mobile functionality they need to work the way they want to.

To learn more about Building Engines' inspections and maintenance solutions, schedule a demo today with one of our experts.

[Schedule a Demo](#)