| HKB2B Limited <br> Equipment utilisation report |  |  |  |
| :---: | :---: | :---: | :---: |
|  |  |  |  |
| Period : <br> Peak Hour : | 7-Apr-2014 To 7-Apr-2014 | Shop: | WC |
|  | Mon - Fri : 06:00 pm - 10:00 pm |  |  |
|  | Sat : $\quad 10: 00 \mathrm{am}-10: 00 \mathrm{pm}$ |  |  |
|  | Sun : $\quad 10: 00 \mathrm{am}-10: 00 \mathrm{pm}$ |  |  |

Peak Hour

| Shop | Equipment | Qty | Used | Occupied | TimeOut | AvailHrs | Net AvailHrs | UsedUtil\% | OccupiedUtil\% | Maintenance | Lend out |
| :--- | :--- | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| WC | Laser | 2 | 6.50 | 6.00 | 1.00 | 8.00 | 7.00 | $92.86 \%$ | $85.71 \%$ | 1.00 | 0.00 |
| WC | Steam | 1 | 2.50 | 2.50 | 0.00 | 4.00 | 4.00 | $62.50 \%$ | $62.50 \%$ | 0.00 | 0.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Peak Hour Total |  | $\mathbf{9 . 0 0}$ | $\mathbf{8 . 5 0}$ | $\mathbf{1 . 0 0}$ | $\mathbf{1 2 . 0 0}$ | $\mathbf{1 1 . 0 0}$ | $\mathbf{8 1 . 8 2} \%$ | $\mathbf{7 7 . 2 7 \%}$ | $\mathbf{1 . 0 0}$ | $\mathbf{0 . 0 0}$ |  |

Non-Peak Hour

| Shop | Equipment | Qty | Used | Occupied | TimeOut | AvailHrs | Net AvailHrs | UsedUtil\% | OccupiedUtil\% | Maintenance | Lend out |
| :--- | :--- | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| WC | Laser | 2 | 4.00 | 4.00 | 5.00 | 16.00 | 11.00 | $36.36 \%$ | $36.36 \%$ | 1.00 | 4.00 |
| WC | Steam | 1 | 2.00 | 1.50 | 2.00 | 8.00 | 6.00 | $33.33 \%$ | $25.00 \%$ | 2.00 | 0.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Non-Peak Hour Total |  | $\mathbf{6 . 0 0}$ | $\mathbf{5 . 5 0}$ | $\mathbf{7 . 0 0}$ | $\mathbf{2 4 . 0 0}$ | $\mathbf{1 7 . 0 0}$ | $\mathbf{3 5 . 2 9} \%$ | $\mathbf{3 2 . 3 5 \%}$ | $\mathbf{3 . 0 0}$ | $\mathbf{4 . 0 0}$ |  |

All Zones

| Shop | Equipment | Qty | Used | Occupied | TimeOut | AvailHrs | Net AvailHrs | UsedUtil\% | OccupiedUtil\% | Maintenance | Lend out |
| :--- | :--- | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| WC | Laser | 2 | 10.50 | 10.00 | 6.00 | 24.00 | 18.00 | $58.33 \%$ | $55.56 \%$ | 2.00 | 4.00 |
| WC | Steam | 1 | 4.50 | 4.00 | 2.00 | 12.00 | 10.00 | $45.00 \%$ | $40.00 \%$ | 2.00 | 0.00 |
|  |  |  |  |  |  |  |  |  |  |  |  |
| All Zones Total |  |  | $\mathbf{1 5 . 0 0}$ | $\mathbf{1 4 . 0 0}$ | $\mathbf{8 . 0 0}$ | $\mathbf{3 6 . 0 0}$ | $\mathbf{2 8 . 0 0}$ | $\mathbf{5 3 . 5 7 \%}$ | $\mathbf{5 0 . 0 0 \%}$ | $\mathbf{4 . 0 0}$ | $\mathbf{4 . 0 0}$ |

## Equipment utilisation report

- Shop opening hours can be divided into peak hour and non-peak hour in order to analyze the utilisation efficiency of equipment in different periods.
- Quantity: The number of equipment in that shop.
- Used: Total number of hours that equipment is being used. If there is overlap of booking, overlapped hours will be counted separately.
- Occupied: Time range that equipment is being occupied. If there is overlap of booking, overlapped hours will be counted once only and maybe different from used hours
- Time out: Total period of time that equipment is not available for booking.
- Available hours: Shop opening hours in different time periods.
- Net available hours: Available hours minus time out.
- Used utilisation \%: Used hours divided by net available hours.
- Occupied utilisation \%: Occupied hours divided by net available hours.
- Time out reasons and the corresponding time out hours are displayed in the report.

