



PMWeb

How to Submit

Planned Outage Form

1: On the PMWeb homepage click on the Planned Outage Notification link.

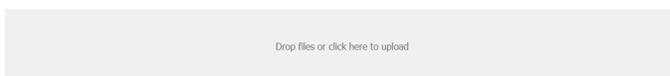


2: Fill in the form

- Select Buildings effected
- Start Date
- End Date
- Purpose
- Impact
- Impacted Services
- UH Project Manager Email
- Contractor Email
- Project Number

3: Add Method of Procedure Attachment

Attachment (Method of Procedure)



4. Click the Submit Button

