



**OCTOBER 2025 · PARTS & MAINTENANCE**

# **Make the right spare part easier to find**

A spare parts catalogue connects what a technician sees on a machine with the information a buyer needs to place an order. The most useful catalogues combine recognisable views, stable item references and clear part descriptions.

## **Clear information. Confident next steps.**

Eight-page reading booklet

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**01 / UNDERSTAND**

# Start with a clear foundation

## Create an identification path

Start with the complete machine, then lead the reader through major assemblies to replaceable parts. Use the same assembly names in the contents, illustrations and lists. An exploded view should help identification; it should not be treated as an assembly procedure unless that procedure has been separately prepared and reviewed.

## Keep the list and the picture together

Each balloon should resolve to a row in the parts list. Each listed item should have an understandable reference, description and quantity basis. Make clear whether quantities are per assembly, per machine or per kit. Where left-hand and right-hand components differ, describe the difference rather than relying on a photograph alone.



**02 / APPLY**

# Turn information into action

## Treat alternatives carefully

Supplier references and replacement options need a controlled source. Similar appearance does not establish interchangeability. Have the customer approve substitute part references and record applicability to different machine versions. This is especially useful when a product has changed over several years.

## The long-list problem

Consider an end user looking for a replacement seal in a spreadsheet containing hundreds of rows. Several descriptions say only seal kit. Without an assembly view or equipment applicability, the buyer must interrupt a technician or make an uncertain selection. An illustrated catalogue can narrow the path from machine to assembly to item, with the approved ordering reference beside it. It should also identify whether the item is supplied alone or only within a kit. This does not prove compatibility: the responsible parts owner must approve the reference and any supersession.



**03 / LOOK CLOSER**

# Measure the search, not an invented saving

Choose a small group of known parts and ask a service reviewer to locate their approved references. Record unsuccessful searches, ambiguous descriptions and missing configuration information. These observations help prioritise work and can later support a measured comparison. Avoid publishing a percentage improvement without a defined baseline and comparable test. A useful first release may cover the ten assemblies that cause the most queries while the remainder of the product catalogue is progressively checked.

- Which user needs this information most urgently?
- Which source is authoritative, and who can approve it?
- What would make a small pilot useful to your team?

**04 / WORKSHOP**

# Make it a team conversation

Use one small, approved example from your own organisation. Nominate a document owner and a reviewer, then apply the checklist below. Record the initial problem, the proposed improvement and the evidence needed to confirm it. Keep the exercise separate from any live equipment activity or production change until the appropriate authority approves it. Discuss what became clearer, which inputs were missing and whether the same approach can be repeated. A modest improvement that your team actually uses is a stronger starting point than an ambitious system with no agreed owner.

- Name the document owner and technical reviewer.
- Write down one unresolved source-information question.
- Agree one measurable information-finding task.
- Record what changed after the review.



**05 / WORK WITH CDX**

# A practical delivery partnership

CDX can help organise the source material, prepare a representative layout, produce the agreed CAD or documentation outputs and maintain a comment register through review. Offshore production is coordinated by Australian management under a defined scope. We do not provide engineering sign-off or create evidence of inspections that have not occurred. Bring the approved source information, your intended audience and the required deliverable list to the discussion. We will identify the preparation work, unresolved questions and review responsibilities before agreeing the production scope.

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**06 / CHECK & ACT**

# Your next step

Begin with an assembly that regularly generates parts-identification questions. A focused, approved catalogue can be more useful than an ambitious whole-machine catalogue that never reaches final issue.

- Reconcile balloons against the approved BOM.
- State the quantity basis.
- Identify kits and their included parts.
- Show the applicable equipment revision or serial range.
- Check supplier references with the responsible team.



**07 / TAKE IT FORWARD**

# A one-page improvement brief

Use these prompts to start a focused discussion with your team. Keep confidential equipment details inside your approved project channels.

- Problem: what information is difficult to find or trust?
- Reader: who needs it and at what point in their work?
- Source: which approved files and records exist?
- Deliverable: what would make the information usable?
- Review: who will confirm the technical content?
- Success: how will you check whether it helped?

## Start a scoped conversation

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General educational material. CDX prepares work for review and does not provide engineering sign-off. Your responsible authority approves equipment-specific instructions and technical decisions.