



# Successful Maintenance Planning & Scheduling High Reliability & Maintenance Performance Techniques



## Introduction:

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This course is packed with the insights and the powerful techniques of successful maintenance planning and scheduling for high equipment reliability. The comprehensive content gives you best practice maintenance planning and scheduling training. It covers all aspects of maintenance planning and scheduling systems and explains how to produce great task productivity and maintenance work quality. The candidates will learn what to do and why to do it so they can get production plant back into operation faster and running for longer. This course teaches you how to prepare work, coordinate resources and people, install the right systems and schedule maintenance activities so maintenance work runs smoothly, maintainers deliver high-quality workmanship and are highly productive, and your machines and equipment operate reliably for far longer.

High quality maintenance planning is a vital ingredient for top quality maintenance work performance and high equipment reliability. This course will help the candidates learn what is done in the best job preparation and work organization processes. The candidates will discover the good techniques, practices and methods that deliver successful maintenance planning and scheduling results. You learn the specific requirements necessary to deliver

highly effective maintenance work planning and scheduling outcomes. Knowing how to do maintenance planning and scheduling successfully is one of the many benefits you get from this world class training course. When you do maintenance planning and scheduling well, you will maximize your maintainer's tool time with jobs ready to go, equipment prepared and safe to work on, and all materials, resources and information at-hand.

## Who Should Attend?

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Maintenance personnel & supervisors, Foreman and technicians, Mechanical, electrical and operational personnel, Personnel designated as planners, or identified to become planners, Predictive and preventive maintenance, technicians & supervisors, Key leaders from each maintenance craft, Key operations personnel

## Course Objectives:

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**By the end of this course delegates will be able to:**

- Learn how to measure your equipment operating risk using Equipment Criticality
- Practice Failure Mode and Effects Analysis (FMEA) so that you can identify how your plant and machinery fail
- Get a full explanation of the maintenance planning process and all the job planning steps you need to do to build a complete work pack for your technicians and artisans
- How to write world class maintenance procedures that include quality assurance tests
- Cover basic value stream mapping of maintenance processes and maintenance work so you can get maximum productivity from your people
- Use Inspection and Test Plans to greatly improve maintenance workmanship quality and reduce the chance of human error

## Course Outline:

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### Maintenance and Reliability: The Foundations of Maintenance Planning

- The Purpose of Maintenance

- Defect and Failure True Cost
- Purpose of Maintenance Planning & of Scheduling
- How Maintenance Planning & Scheduling Reduce Costs
- Risk Management Fundamentals
- Plant and Equipment Life Cycle
- Equipment Criticality Analysis
- Failure Mode and Effects Analysis (FMEA)
- FMEA example
- Equipment Reliability Basics
- Creating high Equipment Reliability
- Important Engineering & Equipment Care Standards
- Applicable Maintenance Standards

### **Planning Maintenance Work**

- Planning Activity
- Necessary Planning Office Systems and Methods
- Data Capture for Maintenance
- Specifying Workmanship Standards
- Purchasing Parts and Materials
- Inventory and Stores Management
- Project Management Principles and Practices
- Work Planning Process
- Shutdown and Outages Best Practice
- Planning Activity

### **Work Planning & Scheduling**

- Failure and Defect Prevention Maintenance Procedures
- Controlling Work Process Variation with 3T Limits
- The Accuracy Controlled Enterprise (ACE)
- Standardized Planning and Scheduling Procedure

- Develop Standardized Planning Procedure
- Planning Activity with Standardized Procedure
- Planning and Maintenance Key Performance Indicators
- Developing Performance Indicators

### **Scheduling Maintenance Work**

- Using Visual Management
- Relationship Building
- Production Requirements and Limits
- One Plan for Production and Maintenance
- Job Task Scheduling
- Scheduling Work Face Activities
- Prioritising Work Orders
- Manpower Scheduling and Levelling
- Resources Scheduling
- Preparations before the Job Starts
- Addressing On-site Issues and Changes in the Plan
- Monitoring Job Performance to Plan
- Tracking the Schedule
- Backlog Management
- Scheduling so Work is Done Right & On-Time
- Review of Scheduling