Modern Maintenance Planning, Scheduling & Work Control

Introduction:

The maintenance of physical assets can no longer be treated as an 'engineering problem'. The competitive environment in which business operates requires an approach that integrates the operational objectives of the business and the life-cycle objectives of the physical assets.

The effectiveness of asset management has not improved significantly in many organizations in spite of the implementation of powerful computerized management systems. Research shows that a lack of physical asset management skills at all levels of the maintenance and operations workforce lies at the core of the problem.

Who Should Attend?

Delegates should represent a wide range of personnel in the organization who are involved in, or dependent on, effective maintenance planning, scheduling and work control.

These should include:

- Maintenance Managers
- Maintenance Supervisors
- Personnel designated as planners, or identified to become planners
- Key leaders from each Maintenance craft
- Key Operations Supervisors
- Materials Management Managers/Supervisors
- CMMS Administrator or key users
- Key Maintenance support assistants
- Other stakeholders in the Work Planning Function

Methodology:

This interactive Training will be highly interactive, with opportunities to advance your opinions and ideas and will include;

- Lectures
- Workshop & Work Presentation
- Case Studies and Practical Exercise
- Videos and General Discussions

Certificate:

BTS attendance certificate will be issued to all attendees completing minimum of 80% of the total course duration.

Course Objectives:

Leading industrial organizations are evolving away from reactive ("fix-it-when-it-breaks") management into predictive, productive management ("anticipating, planning, and fix-it-before-it-breaks"). This evolution requires well-planned and executed actions on several fronts. You will:

- Identify planning best practices and key elements for taking action on them
- Understand how world-class organizations solve common planning problems,
- Evaluate your practices compared to those of others
- Improve the use of your information and communication tools
- Improve productivity through use of better, more timely information
- Create and preserve lead-time in work management and use it for planning and scheduling resources
- Improve consistency and reliability of asset information
- Achieve more productive turnarounds
- Optimize preventive and predictive maintenance strategies

Course Outline:

Modern Maintenance Management Practice in Perspective Equipment Classification and Identification

Maintenance Practice in Perspective

- Maintenance in the Business Process
- Evolution in Maintenance Management

The Contribution of Maintenance to the achievement of the Business Objectives

- Maintenance Strategy Development Process
- The Business Objective
- Business, Operations and Maintenance Key Performance Area
- The Maintenance Objective
- Roles and Accountability

Equipment Classification and Identification

- CMMS Requirements
- Functional Location
- Equipment Type Classification

- Equipment Identification
- Part Number and Bill of Material
- Documentation Structures
- Document Identification and Classification

Maintenance Policies and Logistics Planning

Maintenance Management Policies

- Equipment Criticality Grading
- Job Record Policy
- Job Information Requirements
- Principles of Work Order Design
- Maintenance Work Prioritization

Maintenance Logistics Planning

- Logistic Support Analysis
- Maintenance Task Detail Planning
- Maintenance Work Estimating
- Maintenance Levels
- Support Documentation
- Support Equipment
- Personnel and Organization
- Competency Development

Failure Management Program Development

Failure Modes, Effects and Consequences

- Equipment Functions and Performance Standards
- Functional Failures
- Failure Modes
- Failure Effects

- Consequences of Failure

Failure Management Policies

- Age Related Failure Patterns
- Random Failure Patterns
- Routine Restoration and Discard Tasks
- Routine Condition-based Tasks
- Types of Condition-based Tasks
- Failure-finding Tasks
- The application of RCM in the Development of Failure Management Policies

Implementing Failure Management Policies

- Proposed Routine Maintenance Tasks
- Categorizing and structuring Routine Maintenance Tasks
- Corrective Maintenance Planning
- Logistic Requirements Planning

Work Planning, Scheduling and Control Notifications

- Definition of Notifications, Defects, Deviations
- Notification Process, Roles and Principles
- Prioritizing Notifications

Weekly Master Schedule

- Master Schedule Objectives
- Categorize the Outstanding Workload
- Determine Resource Availability
- Determine Equipment Non-utilization Profile
- Develop Draft Master Schedule

- Conduct Master Schedule Review Meeting
- Final Master Schedule and Implementation
- Backlog Management

Project Maintenance Management

- Critical Path Analysis
- Project Schedule
- Resource Planning
- Maintenance Project Plan
- Schedule Resources and Materials

Information and Performance Management

Management and Information

- Information and Control
- Management Levels and Information

Audits Performance Indicators

- Performance Indicators
- Workload Performance Indicators
- Planning Performance Indicators
- Effectiveness Performance Indicators
- Cost Performance Indicators
- Management Reports

Continuous Improvement in Physical Asset Management