

Advanced Maintenance Management

Course general description:

Maintenance Management is one of the fastest and most effective investments an organization can make to improve productivity and availability. The processes participants learn in this class will allow for advanced management and control of maintenance resources. Equipment reliability is increased. Costs and availability of maintenance stores are improved. Waiting times, unnecessary parts and inaccurate information are eliminated. Budgeting is easier and more accurate. Maintenance tasks are as much as 50% more efficient in terms of costs and time. Participants engage in hands-on activities that build systems-independent process knowledge and skills they will be able to apply immediately.

Audience:

This course is designed for:

1. Supervisors
2. Maintenance Planner/Schedulers
3. Maintenance Supervisors
4. Maintenance Managers
5. Engineers
6. Storeroom Managers
7. Operation Coordinators
8. Purchasing
9. Production Supervisors

Personnel in:

1. Manufacturing Plants
2. Commercial Buildings
3. Utilities
4. Hospitals
5. Waste Water Facilities
6. Government Buildings
7. Shopping Centers
8. Office & Apt Buildings Including:
9. Maintenance Personnel
10. Maintenance Managers
11. Purchasing Agents
12. Operations Managers
13. Plant Managers

Course objectives:

Upon completion of this course, participants will be able to:

- Apply the safety precautions when working with maintenance (Safety First)
- PPE, LOTO, Fire Protection, Safety Signs
- Understand and execute the maintenance Management System
- Understand common maintenance problems, delays and inefficiencies

- Define the nature of repair (reactive) vs. maintaining (proactive)
- Sustain the commitment and support of management

Develop an effective planning program

- Apply a maintenance assessment process and a proactive maintenance timeline
- Coordinate the roles and responsibilities of maintenance supervisors and planners
- Differentiate between reactive, preventive and predictive maintenance
- Explain work measurement to the maintenance work team
- Use performance metrics, PM compliance, schedule compliance, backlog, efficiency, and labour utilization
- Define the essentials of critical path planning

Manage scheduling and coordination

- Define the term backlog and its relationship to estimating
- Balance manpower demand

Create effective job plans

- Prepare a detailed job plan
- Plan individual job activities

Course duration:

5 days

Course location:

Dubai

Course contents:

Day-1

Introduction - Pretest

- Safety First
- Maintenance Concept
- Preventive Maintenance (PM)
- Predictive Maintenance (PdM)
- The Need for PM - Maintenance Objectives
- Maintenance Philosophy & Strategy
- Common maintenance problems, delays and inefficiencies

Day-2

- Repair (reactive) vs. maintaining (proactive)
- Reactive, preventive and predictive maintenance
- Classification of Maintenance Work According to Planning and Scheduling Purposes
- Setting Up a PM Program
- Predictive Maintenance
- Vibration Analysis

Day-3

- Maintenance Planning
- Work Order & Work Request

- Bill of material & Encoding
- Planning Procedures
- Basic Levels of Planning Process
- Long-Range Planning
- Short-Range Planning
- Maintenance Scheduling
- Scheduling PM

Day-4

- Reliability Centered Maintenance
- FMEA
- Key performance Indicator KPI
- How to calculate KPIs
- Levels of Maintenance Scheduling
- Scheduling Procedures
- Scheduling Techniques
- Gantt chart

Day-5

- Critical Path Method – CPM
- Applications & Workshop
- Failure Analysis
- Controlling Work
- Quality Control
- Job plan
- Individual job activities
- Safety and Reports – Conclusion
- Posttest

Methodology:

- 50% lectures & concepts
- 10% Videos
- 10% Case studies
- 10% Exercises
- 10% Discussions
- 10% Software (if applicable or examples)

Course code: (TEME028)