

Maintenance Planning Scheduling and Work Control

. Course Objectives

- Identify planning best practices elements for taking action on them
- Understand how to 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

Who Should Attend?

- 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

Course Content

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 Planning Scheduling and Work Control

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

Maintenance Planning Scheduling and Work Control

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

Work Planning, Scheduling and Control

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