

# Effective Maintenance Planning Scheduling and Work Control

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## Energy Milestones Corporation Advancing Professionals to the next level

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# Effective Maintenance Planning Scheduling and Work Control



## Overview

The maintenance of physical assets can no longer be treated just as a 'maintenance problem'. The competitive environment in which businesses operate requires an approach that integrates the operational objectives of the industry with the life-cycle objectives of the physical assets.

Our highly interactive Maintenance Planning, Scheduling & Work Control training course is designed to provide management and staff with essential maintenance management skills, gain a clear understanding of their roles, and work more effectively within a team environment.

## Course Objectives

- Understand maintenance as a key business function
- Understand the objectives and purpose of proactive failure management
- Learn how reliability influences not only plant output, but also improves health, safety and environmental performance, resource optimisation and cost improvement
- Identify planning and scheduling best practices and how these will contribute to work quality and reliability improvement
- Create and preserve forward work and use it for planning and scheduling resources
- Use suitable performance indicators and management reports to perform regular analysis of maintenance performance, control maintenance resources and costs, and drive continuous improvement



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## Course Content

### 1. Modern Maintenance Management Practice in Perspective

- Maintenance in the Business Process
- Evolution in Maintenance Management
- Reactive vs. Proactive Maintenance
- World-Class Maintenance Management

### 2. Maintenance Policies and Logistics Planning

- Equipment Classification and Identification
- Document Identification and Classification
- Maintenance Management Policies
- Maintenance Work Prioritizations
- Maintenance Logistics Planning

### 3. Failure Management Programme Development

- Failure Modes, Effects and Consequences (FMEA)
- Failure Management Policies
- Application of RCM in the Development of Failure Management Policies
- Implementing Failure Management Policies
- Corrective Maintenance Planning
- Logistic Requirements Planning

### 4. Work Scheduling and Control

- Development of Weekly Master Schedule
- Determine Resource Availability
- Determine Equipment Outage Requirement
- Management of the Forward Workload (Backlog)
- Weekly Master Schedule Implementation



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## Course Content

### 5. Performance Measurement, Reporting and Analysis

- Information and Control
- Management Levels and Information
- Performance Indicators
- Workload Performance Indicators
- Planning Performance Indicators
- Effectiveness Performance Indicators
- Cost Performance Indicators
- Management Reports

## Targeted Audience

- Maintenance and Operations Professionals
- Maintenance Engineers and Supervisors
- Maintenance Planners, Schedulers and Work Preparers
- Operations Supervisors
- Other stakeholders in the Maintenance Function

## Course Methodology

Facilitated by an experienced professional trainer, this training course will be conducted as a highly interactive workshop session. A variety of training methodologies and facilitation techniques will be employed before and during the course, as applicable. These methods aim to enhance individual and group interaction while maximising learning. Some of these methods are:

- Online Pre-post Test
- Colourful Visual Aids
- Gamification
- Self-Assessment Instruments
- Simulations
- Case Studies
- Videos
- Group Exercises & Discussions
- Role plays
- Indoor & Outdoor games

