

Maintenance Planning and Scheduling Seminar Presentation

A One-Day Introduction to Maintenance Planning and Scheduling Requirements

Course Content

Maintenance Management

- The 6 Purposes of Maintenance
- What Makes a Productive Equipment Life?
- Basic Maintenance Management Process
- Defect and Failure True (DAFT) Costs go Company-wide
- Failure Costs Surge thru the Company
- Calculate the True Downtime Costs
- Implications of DAFT Costs on Maintenance
- The Application of Risk Based Principles to Maintenance
- Match Maintenance Type to Equipment Criticality *Risk Based Method*
- Choosing of Maintenance Type
- Which parts 'age' and which suffer stress?
- Bills of Materials in Maintenance Selection
- Equipment Criticality for Subassemblies
- Maintenance Strategies for Risk Reduction
- Match Maintenance Strategies to Risk
- Move from Reactive to Proactive to Risk Reduction.
- Opportunity Maintenance Explained
- The Degradation Cycle
- Establish Equipment Condition Monitoring
- Failure Mode and Effects Analysis Definitions
- Failure Mode and Effects Analysis (FMEA)
- Failure Mode Effects Analysis
- A Basic FMEA Worksheet

Maintenance Job Planning

- Introduction to Course
- Maintenance Planning Benefits
- The Purpose of Planning Maintenance
- Planning is a System to Deliver the Right Actions
- Work Planning System
- Maintenance Planning Horizons
- Maintenance Arises from Operating Risk Management and Safety Strategy
- Strategic Level Maintenance Planning
- Putting Maintenance Strategy into Action
- Purpose and Role of Maintenance Planning and Scheduling
- Strategic Business Importance of Planning Maintenance
- Maintenance Planners covert strategy into actions that the crew uses to deliver the objective
- Standardise the Work
- Standardised Maintenance Work Management Process
- In Each Task Provide a Target to Hit
- Provide a Tolerance Range for Performance
- Provide a Test for Proof of Accuracy
- Include 3T Failure Prevention in SOPs
- The Planning Workflow Process
- Necessary Planning Systems
- Scoping-out a Job
- Developing a Job Plan
- Track Planning Performance & Benefits
- Work Order Costing
- Planning Documents and their Control

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Course Content continued

- Job Procedures
- Equipment Records and their Control
- Job Records and their Control
- Equipment Performance Trending
- Job Performance Trending
- Job, Work and Personnel Safety
- Specify the Workmanship Standards
- Identifying Necessary Skills to Deliver the Needed Results
- Setting the Standards for a Job
- Failure Preventing Job Procedures
- Including 3T Failure Prevention in SOPs
- Important Purchasing Information
- Using Parts Lists and Parts Numbers
- Project Management Principles and Practices
- Bar Charting Plans and Activities
- PERT Charting Plans and Activities
- Tracking Plans and Progress with Tracking Bar Chart and Critical Path
- Tracking Plans and Progress with 'S' Curve
- How Much Maintenance Planning is Enough?
- The Start of the Work Planning Process
- Organise the Resources
- Starting the Job Right On-Site
- Plan how to Collect Information from the Job
- Measure and Prove Equipment Start-up Condition is too Standards
- The End of the Work Planning Process

Work Scheduling

- Work Scheduling is about ...
- Scheduling in a Snap Shot
- Scheduling Makes Available Time, Place and Resources to Do the Work
- To Deliver The Maintenance Strategy You Need To Schedule It In.
- Develop a Scheduling Process
- The Weekly Scheduling Meeting
- The Daily Scheduling Meeting
- Purpose of the meeting is to get WO's done
- Scheduling Meeting Factors
- Team Building / Relationship / Partnership
- Setting and Increasing Work Order Priority
- What's on the Work Schedule
- Level Work to the Available Resources
- Preparations before Scheduling Starts
- Preparations by the Equipment Owner Before the Job Starts
- Preparations by Maintenance before the Job Starts
- Addressing On-site Issues and Changes in the Plan
- Work Through a Job Risk Analysis
- Actions Following Job Completion
- Monitoring Job Performance and Schedule
- Maintenance Planning Course Key Issues