# Maintenance Planning and control



## Manila – Philippine
## 17-21 June 2018

# Asia Masters Center

# **Maintenance Planning and control**

➡️ ## **Course Objective**

- ➢ Explain the challenges and objectives facing maintenance organizations today
- ➢ Demonstrate the importance of work order systems and use techniques for time estimations and priority assignments
- ➢ Prepare a preventive maintenance program
- ➢ Apply project management techniques to effectively manage major maintenance activities and shut downs
- ➢ Use capital budgeting techniques to evaluate maintenance capital expenditures
- ➢ Demonstrate understanding of how to maintain the optimal stock levels of spare parts to ensure operational continuity
- ➢ Prepare the right Key Performance Indicators (KPIs) s to evaluate and improve performance in maintenance

➡️ ## **Target Audience**

- ➢ Managers.
- ➢ Supervisors.
- ➢ planners responsible for maintenance planning.
- ➢ scheduling and control activities.
- ➢ Divisional managers.

## ➡ <u>Course Outline</u>

### Objectives of maintenance

- ➢ Definition of maintenance and asset management
- ➢ Challenges and objectives of maintenance
- ➢ The modern maintenance strategy
- ➢ Maintenance windows
- ➢ Maintenance methods
- ➢ Types of maintenance
- ➢ Classification of roles in maintenance
- ➢ Customer service in maintenance

### The work order system

- ➢ Purpose of the Work Order (WO) system
- ➢ Information collected on a WO
- ➢ Job estimating methods
- ➢ Prioritizing maintenance work orders

### Preventive Maintenance (PM)

- ➢ What is preventive maintenance
- ➢ The importance of implementing a PM program
- ➢ Establishing schedules
- ➢ Breaking a facility into logical parts
- ➢ Developing an equipment list
- ➢ Developing equipment manuals
- ➢ Setting up inventory
- ➢ Understanding risks associated with a PM program

## Planning and scheduling of major maintenance WOS and shutdowns

➢ The unique challenge of maintenance shutdowns
➢ Importance of a clear Work Order (WO) scope definition
➢ Work Breakdown Structure (WBS)
➢ Methods for building an effective maintenance database
➢ Critical Path Method (CPM)
➢ Work order crashing
➢ Resource scheduling and leveling

## Planning and controlling maintenance materials

➢ Identification of inventory costs
➢ Considerations in inventory decisions
➢ How much to order: Economic Order Quantity (EOQ)
➢ When to order (setting min and max levels)

## Controlling maintenance work

➢ Maintenance Key Performance Indicators (KPIs)
➢ Backlog indices
➢ Schedule compliance indices
➢ PM and emergency indices
➢ Generic maintenance indicators

## The role of planning and scheduling in Performance Improvement

➢ Maintenance as a business process
➢ How scheduled maintenance can lock in waste and cost
➢ Drawing learning from recurring maintenance tasks
➢ Reviewing planned maintenance
➢ Dealing with the productivity challenge

- ➢ Refining maintenance policies
- ➢ Capturing learning from inspection work
- ➢ The design of financial models for forecasting and decision-making

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