



Maintenance Planning & Scheduling

Course Overview: This three-day training program offers a thorough overview of the Work Management Process with emphasis on world class Maintenance Planning & Scheduling. A key element to any organization's success is having a maintenance department running at optimal effectiveness and efficiency. To achieve this, it is essential to have competent work preparers / schedulers that can ensure the maintenance workforce is provided with the right information, tools, and materials. However, very few have been formally trained which leads to inefficiencies in both maintenance and operations. As a result, proficient work preparers with the proper knowledge and training are in high demand. Maintenance Planning & Scheduling is a 3-day, interactive training course designed to provide maintenance planners with proven techniques, tools, and effective procedures that promote efficiency, effectiveness, and direct utilization of the maintenance workforce. This in turn influences the reliability, availability, and the maintainability of an organization's assets. This session will provide you with the essential knowledge and expertise to give you the confidence of a seasoned professional.

By developing and implementing a sound Planning & Scheduling process can help organizations increase the likelihood of achieving objectives, improve the identification of opportunities and threats and effectively allocate and use resources for risk and asset management application.

This highly interactive course is designed to provide a training environment that maximizes the interaction between attendees and the instructor. Attendees will complete and review daily exercises designed to enhance and reinforce knowledge retention and provide the best opportunity for success.

Course Length: 3 days

Course Objectives:

- **Understand** how maintenance supports World Class Asset Management
- **Identify** the benefits planning and scheduling has on Maintenance productivity and utilization
- **Demonstrate** the skills to plan PM, PdM & CM work
- **Identify** the indicators and understand the benefits of integrating asset management processes and systems
- **Acquire** the knowledge to identify, analyze, and implement Risk Based Strategies
- **Learn** the principles of Asset Management
- **Apply** strategic plans to achieve Asset Management best practices by integrating Planning & Scheduling with Organizational goals and objectives



Target Audience:

Maintenance Planning & Scheduling was designed specifically for individuals participating in or aspiring to further their professional careers and accreditation.

By Job Titles:

- Maintenance Planners & Work Preparers
- Managers/Supervisors/Leadership
- Reliability Engineers
- Maintenance Leads/Supervisors
- Operations Supervisors
- CI Leaders
- Maintenance & Reliability Professionals

By Sector:

- Manufacturing
- Oil & Gas
- Consumer Goods
- Facilities
- Utilities & Power Gen
- Food & Beverage
- Petrochemical/Chemical
- Pharma

Course Outline:

DAY 1

- Introduction to maintenance planning fundamentals
- Reactive vs proactive benefits of proper planning & scheduling
- Roles & responsibilities
- Partnerships
- Competency requirements
- Work Management process
- Application Exercises



DAY 2

- Work Planning Part I
 - Scoping, estimating, & job walkdown
- Work Planning Part II
 - Sequencing, materials, tools, skills requirements
- Materials Management
- Application Exercises

DAY 3

- Scheduling Process
- Meetings
- PM/PdM strategy development
- Basic Reliability Engineering Concepts
- Application Exercises

Course Format

This course will be held in a highly interactive workshop format with case studies and real-world examples. The material has been designed using Adult Learning Methodology that believes the ideal ratio for optimum learning and retention is 60%/40%:

60% - blended combination of discussion, practical exercises, simulations, & case studies
40% - material/slides

Participants will engage in interactive exercises and discussions throughout the course to ensure the material is not only taught but can also be applied.

Course Material

All participants will receive a soft Pdf copy of the course material.



Testimonials

- *Andy's explanations and illustrations are 100% relevant to our environment and he makes it so simple to understand!*
 - *Maintenance Manager – Food & Beverage Industry*
- *Andy's presentation skills and examples were rich in content and relatable!*
 - *Team Lead – Transportation Industry*
- *Learning from the most experienced instructor, delivering decades of not only theory but application was a joy!*
 - *Director of Maintenance – Oil & Gas Industry*
- *Andy's presentation skills and relating it to real life examples was excellent and made the sessions enjoyable!*
 - *Division Manager – Food & Beverage Industry*
- *If I have another opportunity to attend one of Andy's trainings, I will most definitely!*
 - *Operations Manager – Water Utility Industry*
- *Andy challenged us and his presentation style is excellent!*
 - *Plant Manager – Consumer Goods Industry*
- *The training was well defined. The content was related to our current state, and course was interesting, and interactive. The instructor was knowledgeable and has great experience and covered all our questions in detail and used examples to reinforce!*
 - *VP of Manufacturing – Manufacturing Industry*
- *The course instructor was knowledgeable and responsive to questions. Highly recommend for teaching and consulting!*
 - *Head of Asset Management & Integrity – Oil & Gas Industry*