Introduction

This **Advanced Maintenance Management Process** course is designed to structure and optimize the maintenance management environment. Participants will explore vital elements essential to creating a robust maintenance strategy, including organization, program development, work planning, decision models, auditing, and continuous improvement.

The course emphasizes maintaining core disciplines, driving enhancements, identifying best practices, and developing strategies to raise maintenance standards to a world-class level. Participants will also be encouraged to pursue **Maintenance Management Professional Certification**, distinguishing themselves as experts in advanced maintenance management systems, methodologies, and best practices.

Upon completion, participants may earn a **Certificate in Maintenance Management**, enhancing their career prospects and organizational operational efficiency.

Targeted Groups

This course is aimed at professionals involved in various aspects of **maintenance management**, including:

- Professionals engaged in **work planning** and control.
- **Maintenance Supervisors** and **Engineers**.
- **Maintenance Team Leaders** and **Managers**.
- **Operations Team Leaders** and **Managers**.

Course Objectives

By the end of the course, participants will be able to:

- Identify **planning best practices** and critical elements for effective action.
- Understand how **world-class organizations** solve common planning issues.
- Compare their practices to others and evaluate performance gaps.
- Improve the use of **information** and **communication tools** to enhance productivity.
- Create and preserve **lead time** in work management for efficient planning and scheduling.
- Optimize **preventive** and **predictive maintenance strategies**.
- Audit their **maintenance operations** and use the results to develop improvement strategies.
- Establish **auditing and performance indicators** as integral parts of the maintenance strategy.

Targeted Competencies

Upon completion, participants will be proficient in:

- **Asset management**, adopting a business-like approach to maintenance.
- Utilizing **KPIs** and the **balanced scorecard** to assess performance.
- Assessing **asset management maturity** to create an improvement roadmap.
- Applying **cost/benefit thinking** to improve asset management.
- Comprehending **risk** and implementing a **risk-based maintenance** approach.
- Embracing **life cycle management** and incorporating **systems engineering** and **RAMS** (Reliability, Availability, Maintainability, and Safety) requirements.
- Understanding **life cycle costing** and its effect on maintenance decisions.
- Integrating **predictive and intelligent maintenance** techniques.

Course Content

Unit 1: Maintenance Management Strategy

- Maintenance as part of the **business process**.
- **Evolution** of maintenance management practices.
- The **maintenance management environment** and improvement needs.
- Various **approaches to maintenance improvement**.
- The **maintenance benchmarking process** and its methodology.
- Structure and content of a **maintenance management strategy**.

Unit 2: Maintenance Plan: Define the Workload

- Understanding **risk priority numbers** and their implications.
- Crafting a **criticality matrix** for task prioritization.
- Using **Failure Modes and Effects Analysis (FMEA)** for failure analysis.
- Proactively managing failures with **Failure Management Policies**.
- Developing and implementing **RCM (Reliability-Centered Maintenance)** strategies.
- Improving **corrective maintenance planning** and **logistics**.
- Focusing on **task detail planning** and **work estimation**.

Unit 3: Maintenance Management Systems

- Prioritizing **maintenance work** effectively.
- Streamlining the **maintenance workflow process** for better efficiency.
- **Managing notifications** for smooth operations.
- Creating a **weekly master schedule** to optimize resource use.
- Mastering **backlog management** to avoid work accumulation.

Unit 4: Maintenance Auditing and Improvement

- Introduction to **maintenance auditing** and **benchmarking** principles.
- Utilizing auditing and benchmarking results to foster improvement.
- Understanding the intricacies of the **maintenance auditing process**.
- **Conducting comprehensive audits** and interpreting results for actionable insights.
- Leveraging audit results to drive **continuous improvement** in maintenance operations.

Unit 5: Performance Indicators and Management Reporting

- **Managing and measuring progress** towards excellence in maintenance.
- Tailoring **information systems** for various organizational roles.
- Developing and using **maintenance performance indicators** for success measurement.
- Creating **management reports** to aid in **decision-making**.
- Facilitating **continuous improvement** through effective reporting and performance tracking.

This course is designed to empower participants to advance their careers while elevating the **maintenance management** processes within their organizations, ensuring operational efficiency and long-term success.