Introduction

Maintenance is a critical function that contributes directly to business profitability by improving equipment capacity, product quality, safety, health, environmental sustainability, and production costs. A world-class maintenance operation can lead to enhanced plant profitability, customer satisfaction, employee pride, and better vendor relations.

Effective **maintenance planning** is fundamental to operational success. For organizations aiming for world-class performance, the maintenance strategy should be viewed as integral to overall business goals. It is not an isolated function but should be deeply embedded within the broader strategy of high-performance operations. The strategy must integrate technical and managerial approaches at every level, ensuring the highest possible maintenance effectiveness while minimizing life-cycle costs for both new assets and existing operations.

Targeted Groups

This **Maintenance Planning and Scheduling** course is for:

- Those involved in **maintenance planning**, **supervision**, or **management**.
- Anyone interested in understanding the **critical role of maintenance** in organizational success.

Course Objectives

At the end of the **Maintenance Planning and Scheduling** course, participants will be able to:

- Understand the **critical contribution** of maintenance to achieving business objectives.
- Develop a **strategic framework** for effective maintenance management.
- Learn the **roles, processes, and procedures** to ensure organizational effectiveness.
- Establish **parameters** to measure management and technical performance at all levels.
- Enhance **overall equipment performance** and ensure the **long-term health** of assets.

Targeted Competencies

Upon completion of the course, participants will have developed competencies in:

- **Maintenance planning and scheduling**.
- **Maintenance theory and practice**.
- **Advanced maintenance management**.
- **Maintenance work processes**.
- **Influence and communication skills**.
- **Financial evaluation** in maintenance.

- **Safety theories and principles** in maintenance.
- **Performance management** in the maintenance context.

Course Content

Unit 1: Maintenance Objectives and Strategy

- The changing relevance of maintenance in modern business.
- **The role of maintenance** in achieving business goals.
- Reducing **costs** and improving **performance**.
- Understanding **downtime costs** and their impact.
- The connection between **maintenance cost** and value creation.
- **Bottom-line benefits** of a world-class maintenance operation.
- **Maintenance evolution**: Historical perspectives and contemporary thinking.
- Overview of various **maintenance types** and their importance.
- Developing an effective **maintenance plan**.
- Key principles of **world-class reliability and maintenance**.

Unit 2: World-Class Standards – Comparing Your Plant With The Best

- **Benchmarking** and assessing maintenance performance.
- **Maintenance self-assessment** for continuous improvement.
- **Managing and measuring progress** towards excellence.
- Understanding **Overall Equipment Effectiveness (OEE)**.

Unit 3: Implementing New Management Approaches

- **Failure Management Programme (RCM)**: Reliability-Centered Maintenance.
- **Total Productive Maintenance (TPM)**: Maximizing equipment effectiveness.
- Introduction to **life-cycle costing** in maintenance.
- **Computerized Maintenance Management Systems (CMMS)**: How to leverage CMMS for better management.
- Understanding why some **CMMS implementations fail** and how to avoid common pitfalls.

Unit 4: Optimizing Maintenance Organization

- Achieving **operations excellence** by aligning operations and maintenance.
- Exploring the synergy between **operations** and **maintenance** to improve production.
- The **70/30 phenomenon**: Balancing operations and maintenance efforts.
- Deciding whether to engage in **contract maintenance** or handle it in-house.
- Learning from **maintenance management legends**.

Unit 5: Maintenance Planning and Control

- **Maintenance workflow process**: From planning to execution.
- Managing **work requests and work orders** efficiently.
- The importance of **work planning and scheduling** in maintenance operations.

- Techniques for **backlog management**.
- Efficient **resource management** in maintenance.
- Managing **spare parts** and optimizing inventory.
- Understanding and managing the **maintenance master budget**.
- **Capital budgeting** and its role in maintenance planning.
- **Maintenance initiatives** for continual improvement.
- **Replacement analysis** of assets to ensure optimal performance.
- Managing the **maintenance operating budget**.
- Fostering **innovation and creativity** in maintenance management.

Certificate in Maintenance Management

Upon successful completion of this course, participants will receive a **Certificate in Maintenance Management**, affirming their knowledge in maintenance planning and scheduling. This course equips professionals with the tools and skills needed to create effective management plans and improve operational efficiency, preparing them for roles that require expertise in maintenance management.

This training program combines theoretical learning with practical applications, ensuring that participants are ready to contribute to their organization’s success by implementing world-class maintenance management practices.