



## Maintenance Planning & Scheduling

### Duration 5 Days

### Introduction

A Computerized Maintenance Planning and Scheduling system conveys various benefits to organizations by delivering a wealth of information to maintenance engineers and managers. This course is combining planning and scheduling 'theory' with practical exercises, provides the methods and techniques used to deal more effectively with demanding tasks of computerized maintenance planning and scheduling, managing maintenance and maintenance control.

An emphasis is given to know how to obtain clear, usable knowledge of what are modern analysis tools and what they will value to the business and to discover how to reengineer the maintenance system from a service department to a productive entity.

### Who Should Attend

The program is designed for mid- to top-level maintenance managers from any functional area who want to broaden and improve their technical and managerial skills required for maintenance planning and scheduling. It is appropriate for both the experienced engineer and the individual being developed for a midlevel position. Participants are expected to have an understanding and appreciation of basic maintenance concepts as well as some previous managerial experience

### Course Objectives

Upon completion this course participants will be able to:

- Acknowledge basic concept of computerized maintenance.
- Better manage the maintenance work
- Use CMM techniques in maintenance planning
- Use CMM software to prepare work orders.
- Use CMM software in preparing maintenance reports

### Course Outlines:

- **Maintenance Planning and Scheduling: An Introduction**
  - Long and short term planning horizons.
  - Packaging and scheduling PMs
  - Planning and scheduling Corrective work
  - Managing the maintenance backlog.
  - Human factors: compliance and its impact on the organization.
  - Maintenance workflow and corresponding roles and responsibilities.
- **Development of Maintenance Plan**
  - Key steps in developing a Preventive Maintenance Program
- **Critical Path Methods for Maintenance:**
  - Definitions and Conventions
  - Diagramming Methods. Identifying the Precedent Logic
  - Determining the Critical Path



- The Importance of Float (Slack)
- **A Detailed Project Example**
- **Load Leveling for Over-allocated Resources**
- **Balancing Downtime and Shutdown Costs.**
- **Maintenance Resources**
  - Manpower planning and scheduling
  - Spare parts and maintenance materials.
  - The cost of maintenance plan
  - Metrics for maintenance
- **Computerized Maintenance Planning & Scheduling Software**
  - Types of Computerized maintenance management systems (CMMS)
  - Preparation for the CMMS:
    - Review current practices
    - Review Workflow
    - Review Dataflow
  - Basic Modules OF a CMMS:
    - PM schedule master
    - Report types and report generation
    - Preventive maintenance (PM) module
    - PM work orders,
    - Employee register
    - Spare parts module
    - Purchasing and procurement
  - Integration of the CMMS with other software packages (MIMOSA compliance)