



المركز العالمي للتدريب والتطوير
International Centre For Training & Development



Certified Maintenance & Reliability Professional (CMRP)



IAO
INTERNATIONAL ACCREDITATION ORGANIZATION



UNIVERSITY OF ROCKHAMPTON
MAKING THE DIFFERENCE



Course Introduction:

The maintenance and asset management practices in your organization determine whether your operation is considered to be a financial drain but a necessary evil, or a well-run business unit which operates utilizing principles and tools developed to ensure safety, improve productivity and increase profits.

This course is designed to help optimize the value of your maintenance operation, this interactive program will boost your understanding of maintenance and reliability principles, outline the performance roadmap you need to drive improvement, and equip you with the tools and knowledge to develop a plan... a plan of improvement which you can immediately begin to apply upon your return to the workplace.

Course Objectives:

Upon successful completion of this course, the delegates will be able to:

- Understand and know the value of maintenance and reliability management as well as planning, estimating, scheduling and control
- Acquire a valuable information developed specifically for this course and as a valuable reference tool when you return to work
- Obtain knowledge and tools back to the workplace which you can utilize immediately to identify and implement improvements in your organization
- Discuss on how to convince non-maintenance "customers" to cooperate with a maintenance management program
- Utilize the maintenance craftsman
- Occupy in depth time on work order control, planning techniques and scheduling daily, weekly and small projects
- explanation & discussion of best practices in Maintenance Strategy Development, Modification & PF Curve
- proven world class Maintenance Planning & Scheduling best practices & how to change to proactive mode.
- barriers and solutions to effective work execution – change management
- leading and lagging KPIs for proactive maintenance and reliability work processes

Who Should Attend?

This course is for everyone who has a stake in developing and executing a plan to maximize total performance. This is also suitable for Mechanical Engineers, maintenance, operations, management, materials, human resources, purchasing, accounting, quality, safety and engineering team.

Course Outline:

Day 1:

Pre - Test

Introduction

- Assessment, Gap Analysis
- Plan of Improvement
- Education for All – this is not simple a maintenance thing
- The vision statement
- Integrating the Vision
- The mission
- Core Values
- Developing partnerships and commitment
- Building the Business Case (Return on Investment)
- Management's View – Show Me the Money!
- Creating a Sustainable environment for change
- Communication

People

- Learning to manage people
- Creating a strong vibrant workplace
- People fundamentals
- Supervising people
- Training

المركز العالمي للتدريب والتطوير
International Centre For Training & Development

Day 2:

Leading the Change

- Where does the time go?
- Exercise: Resource Utilization
- Proper job / work planning
- Scheduling and Coordination
- Organizational Structure

Measurement

- Typical maintenance key performance indicators (KPIs)
- Critical Maintenance KPIs
- Often Overlooked KPIs
- Leading and Lagging indicators
- Sources for KPI data
- Reporting information

- Costing information
- Benefits of costing information
- Equipment history review
- Ensuring history review validation
- Understanding the cost of maintenance
- Defining maintenance and operations costs
- Cost of ineffectiveness exercise

Day 3:

Processes and Procedures

- Workflows
- Required and supporting workflows
- Auditing
- Loss elimination
- Continuous improvement
- Processes
- Procedures
- Preventive Maintenance PM
- Lubrication practices
- Operations equipment care

Day 4:

Tools

- Role of a CMMS / EAM
- Predictive Maintenance (PDM) Technologies
- Reliability Engineering
- Equipment and Process design

Day 5:

The Future

- Getting the foundation established for success
- Lean
- Six Sigma
- Total Productive Maintenance (TPM)
- Reliability Centered Maintenance (RCM)
- Root Cause Failure Analysis (RCFA)
- Failure Modes and Effects Analysis (FMEA)
- Single Minute Exchange of Die (SMED)

Summary and Wrap-Up

Presentation of Completion Certificates

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation



Course Timings:

Daily Course Timings:

| | |
|---------------|----------------------------|
| 08:00 - 08:20 | Morning Coffee / Tea |
| 08:20 - 10:00 | First Session |
| 10:00 - 10:20 | Coffee / Tea / Snacks |
| 10:20 - 12:20 | Second Session |
| 12:20 - 13:30 | Lunch Break & Prayer Break |
| 13:30 - 15:00 | Last Session |