

Training
Course

Maintenance Management

Course Plan

Introduction

Maintenance Management is a critical component of operational efficiency and asset management in any organization. This training course is designed to provide participants with a thorough understanding of the principles, practices, and tools necessary for effective maintenance management. It covers various aspects, including preventive and predictive maintenance, reliability-centered maintenance, and asset lifecycle management. Through this course, participants will learn to develop and implement maintenance strategies that reduce downtime, increase productivity, and extend the lifespan of equipment and facilities.

Course Objectives:

- ✓ To understand the fundamentals of maintenance management and its role in organizational success.
- ✓ To learn about different types of maintenance strategies, including preventive, predictive, and corrective maintenance.
- ✓ To gain knowledge of maintenance planning and scheduling techniques.
- ✓ To explore the use of maintenance management software and tools.
- ✓ To develop skills in reliability-centered maintenance (RCM) and total productive maintenance (TPM).
- ✓ To understand the importance of asset lifecycle management and optimizing asset performance.
- ✓ To learn about key performance indicators (KPIs) and metrics for measuring maintenance effectiveness.
- ✓ To explore cost management and budgeting for maintenance activities.



- ✓ To develop strategies for minimizing equipment downtime and increasing operational efficiency.
- ✓ To learn best practices in safety management within maintenance operations.

Who Should Attend?

- ❖ Maintenance managers and supervisors.
- ❖ Operations and facility managers.
- ❖ Engineers and technicians responsible for maintenance.
- ❖ Asset management professionals.
- ❖ Health, Safety, and Environment (HSE) officers.
- ❖ Professionals involved in reliability and quality assurance.
- ❖ Anyone seeking to enhance their knowledge of maintenance management

Training Methods:

- ✓ Online Video material.
- ✓ Presentation.
- ✓ Live Interactive sessions.
- ✓ Course presenter will make extensive use of all tools that will be needed for the virtual environment.
- ✓ Questions & Answers

Course Outline:

Day One

- Introduction to Maintenance Management: Overview of maintenance management and its significance in business operations.
- Maintenance Strategies: Understanding preventive, predictive, corrective, and condition-based maintenance.
- Maintenance Planning and Scheduling: Techniques for effective maintenance planning and resource allocation.
- Reliability-Centered Maintenance (RCM): Principles and applications of RCM to improve system reliability.
- Total Productive Maintenance (TPM): Strategies for maximizing equipment effectiveness and employee involvement.
- Maintenance Workflows and Processes: Developing efficient maintenance workflows and process management.

Day Two

- Asset Lifecycle Management: Managing assets from acquisition to disposal for optimal performance.
- Maintenance Management Software: Overview of Computerized Maintenance Management Systems (CMMS) and Enterprise Asset Management (EAM) tools.
- Condition Monitoring and Predictive Maintenance: Techniques for monitoring equipment condition and predicting failures.
- Maintenance Cost Management: Budgeting, cost control, and financial aspects of maintenance activities.

- Key Performance Indicators (KPIs): Selecting and using KPIs to measure and improve maintenance performance.
- Inventory and Spare Parts Management: Effective management of spare parts and maintenance inventory.

Day Three

- Maintenance Safety Management: Best practices for ensuring safety in maintenance operations.
- Root Cause Analysis (RCA): Techniques for identifying and addressing the root causes of equipment failures.
- Maintenance Audits and Assessments: Conducting audits to evaluate the effectiveness of maintenance programs.
- Lean Maintenance: Applying lean principles to reduce waste and improve maintenance efficiency.
- Maintenance Workforce Management: Strategies for training, developing, and managing maintenance teams.
- Outsourcing Maintenance Activities: Evaluating and managing outsourced maintenance services.

Day Four

- Energy Efficiency in Maintenance: Strategies for reducing energy consumption and improving sustainability.
- Documentation and Reporting: Effective documentation and reporting practices in maintenance management.
- Compliance and Regulatory Requirements: Understanding and adhering to maintenance-related regulations and standards.

- Technology in Maintenance Management: Emerging technologies and their impact on maintenance practices.
- Developing a Maintenance Strategy: Steps to develop and implement a comprehensive maintenance strategy.
- Emergency Maintenance and Contingency Planning: Preparing for and managing unexpected maintenance situations.

Day Five

- Lifecycle Cost Analysis: Evaluating the total cost of ownership of assets over their lifecycle.
- Maintenance and Operational Excellence: Integrating maintenance practices with overall operational excellence initiatives.
- Change Management in Maintenance: Managing change and continuous improvement in maintenance operations.
- Sustainability and Maintenance: Incorporating sustainability principles into maintenance management.
- Training and Development for Maintenance Teams: Best practices for training maintenance personnel.
- Case Studies and Best Practices: Learning from real-world examples and best practices in maintenance management.

Training Details

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| Course Duration | 5 Days |
| Pre-Schedule | 3 – 7 Nov 2024 |
| Venue | The Tower Plaza Hotel - Dubai |
| Training Fees Per Person | KWD 1250 (One Two Hundred Fifty Only) |
| Course Fees Include | <ul style="list-style-type: none">✓ Tuition documentation✓ Curriculum and Training Handout✓ Five Star Lunch✓ Completion Certificates |

