

A LDI Training Course

Maintenance Planning, Scheduling, Auditing and Benchmarking

by

LDI Instructor

OBJECTIVE

The maintenance of physical assets can no longer be treated as an 'engineering problem'. The competitive environment in which business operates requires an approach that integrates the operational objectives of the business and the life-cycle objectives of the physical assets. Leading industrial organizations are evolving away from reactive ("fix-it-when-it-breaks") management into predictive, productive management ("anticipating, planning, and fix-it-before-it-breaks"). This evolution requires well-planned and executed actions on several fronts.

Organizations increasingly need to make improvement a key part of their culture in order to remain cost competitive. The same is true of Maintenance Organizations. Maintenance Departments are increasingly under pressure to improve performance and reduce costs. This program looks at Maintenance Auditing and Benchmarking as two key tools that can be used as the basis for driving the improvement process in maintenance, by identifying best practices, gaps with current practices and assist with the formulation of strategies to bridge such gaps. In addition, we address how Auditing and Benchmarking can become an integral part of a maintenance management strategy by integrating such activities into maintenance performance measures, key performance indicators and objective setting.

CONTENTS

Modern Maintenance Management Practice in Perspective

Maintenance Practice in Perspective

Maintenance in the Business Process
Evolution in Maintenance Management
The Contribution of Maintenance to the achievement of the Business Objectives
Business, Operations and Maintenance Key Performance Area
The Maintenance Objective
Roles and Accountability

2. Maintenance Policies and Logistics Planning

- 1 Equipment Classification and Identification
 - Functional Location
 - Equipment Type Classification
 - Equipment Identification
 - Part Number and Bill of Material
 - Documentation Structures
 - Document Identification and Classification

- 2 Maintenance Management Policies

- a. Equipment Criticality Grading
- b. JOB Record Policy
- c. JOB Information Requirements
- d. Principles of Work Order Design
- e. Maintenance Work Prioritisation

- 3 Maintenance Logistics Planning

- a. Logistic Support Analysis
- b. Maintenance Task Detail Planning
- c. Maintenance Work Estimating
- d. Maintenance Levels
- e. Support Documentation
- f. Support Equipment
- g. Personnel and Organisation

3 Work Planning, Scheduling and Control

Definition of Notifications, Defects, Deviations

Notification Process, Roles and Principles

Prioritizing Notifications

Weekly Master Schedule

- a. Master Schedule Objectives
- b. Categories the Outstanding Workload
- c. Determine Resource Availability

- d. Determine Equipment Non-utilization Profile
- e. Develop Draft Master Schedule
- f. Conduct Master Schedule Review Meeting
- g. Final Master Schedule and Implementation
- h. Backlog Management

4. Introduction and Foundation Concepts

Introduction to Auditing and Benchmarking

Introduction to Maintenance Processes

Approaches to Maintenance Management and Improvement

Introduction to Maintenance Management Benchmarking Frameworks

5. Maintenance Auditing

Maintenance Performance Measures and Metrics

The Maintenance Auditing Process

Maintenance Auditing Methodology

Conducting a Maintenance Audit

Maintenance Audit Simulation Case Study

6. Maintenance Auditing and Benchmarking

Maintenance Audit Simulation Case Study

Using Maintenance Audit Results to Plan Improvement Strategies

Introduction to Benchmarking

The Maintenance Benchmarking Process

Maintenance Benchmarking Methodology

Benchmarking Tools and Techniques

7. Maintenance Benchmarking and Performance Measurement

Benchmarking Tools and Techniques (continued)

Designing and Preparing for a Benchmarking Study

Selecting Benchmarking Partners

Preparing for an conducting the benchmarking visit

Reporting results of Benchmarking and Auditing Studies

The DMG Analysis – Advanced Benchmarking Conducting a Maintenance

Benchmarking Study

8. Auditing, Benchmarking and Maintenance Improvement

- Benchmarking Simulation Case Study
- Integrating Benchmarking resulting into improvement and objective setting processes
- Integrating Maintenance Auditing and Benchmarking into the Performance
- - - Measurement System to establish improvement objectives and strategies
- Review of Best Practice Benchmarks and Case Studies
- Conclusion

WHO SHOULD ATTEND

Maintenance Manager/ Superintendent/ Supervisor/ Engineer

Plant Manager/ Superintendent/ Supervisor/ Engineer

Operation Manager/ Superintendent/ Supervisor/ Engineer

Everybody or professional who want to get benefit or broaden knowledge from this course

For more information about the course, please visit lditraining.com or contact LDI Training at [HYPERLINK "mailto:lditrain@indo.net.id" lditrain@indo.net.id](mailto:lditrain@indo.net.id)