INDUSTRIAL WORKSHOP TRAINING

ASSET AND MAINTENANCE MANAGEMENT INDUSTRIAL WORKSHOP TRAINING

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ILLUMINATING YOUR FUTURE

ASSET AND MAINTENANCE MANAGEMENT INDUSTRIAL WORKSHOP TRAINING

The Basic Fundamentals Of Maintenance Management

Maintenance Management is all about maintaining the resources of the company so that production proceeds effectively and that no money is wasted on inefficiency
How well are you doing in your organisation?
Is downtime getting you down?
Do you seem to have an ongoing issue with unreliable equipment and frequent breakdowns?
Do you have excessive emergency call-outs with an uncontrolled budget, just watching your dollars fly out of the window?
Wouldn't you like to have a maintenance operation where assets are available, reliable and operating in a safe efficient environment with an improved image and where operating and maintenance costs are controlled and kept at a minimum?

Welcome to the start of your journey towards a World Class Maintenance Facility

Module 1 – Where did it all come from?
The history of our Industry
1st, 2nd and 3rd generation machinery
Reactive, Preventive and Predictive Maintenance

Module 2 – Breakdown Nightmares
How to move from firefighting to a controlled environment
The merits of Proactive over Reactive Maintenance
How to plan ahead and understand the levels of maintenance and the destructive impact of failure

Module 3 – Take Control
Shift the emphasis from Reactive to Proactive Maintenance and reap the benefits of improved efficiencies
How to initiate plant improvement efforts
The components and benefits of an effective CMMS
Parameters to achieve World Cass Maintenance (WCM)

Module 4 – Identify your Situation
International Norms
Discover where you are and use the provided charts and tools to measure your progress to World Class Recognition
How to capitalise on asset investment

Module 5 – Never stop moving forward
Change for success
Understand how Parts, People and Process are key factors.
How to implement Change Management and Continual Maintenance Improvement initiatives
How to identify opportunities for improvement

Module 6 – Will it work for me?
Let case studies speak for themselves
Practical case study workshop

1.5 Day Duration

The Destructive Force of Failure

Equipment Failure refers to any event in which any equipment cannot accomplish its intended purpose or task such as
Equipment not working or performing or not meeting target expectations
Is equipment failure impacting your production output?
Are you missing critical customer delivery timelines?
Is your product quality being compromised?
The objective of maintenance is to minimize equipment failure but when this does not happen production reliability, costs and profits, just to mention a few, become a thing of the past
If you are striving to improve the effectiveness of your organisation or your maintenance function

Welcome to The Destructive Force of Failure

Module 1 – Equipment Failure
Learn how the failure of parts impacts equipment
What is the primary goal of maintenance
Consequences and cost implications of failure relating to Safety, Operations, Non Operations and unknow failures

Module 2 – Potential Failure Causes
Why does equipment fail?
What are the potential causes of failure?
Nine potential failure areas to be aware of
The impact and the response

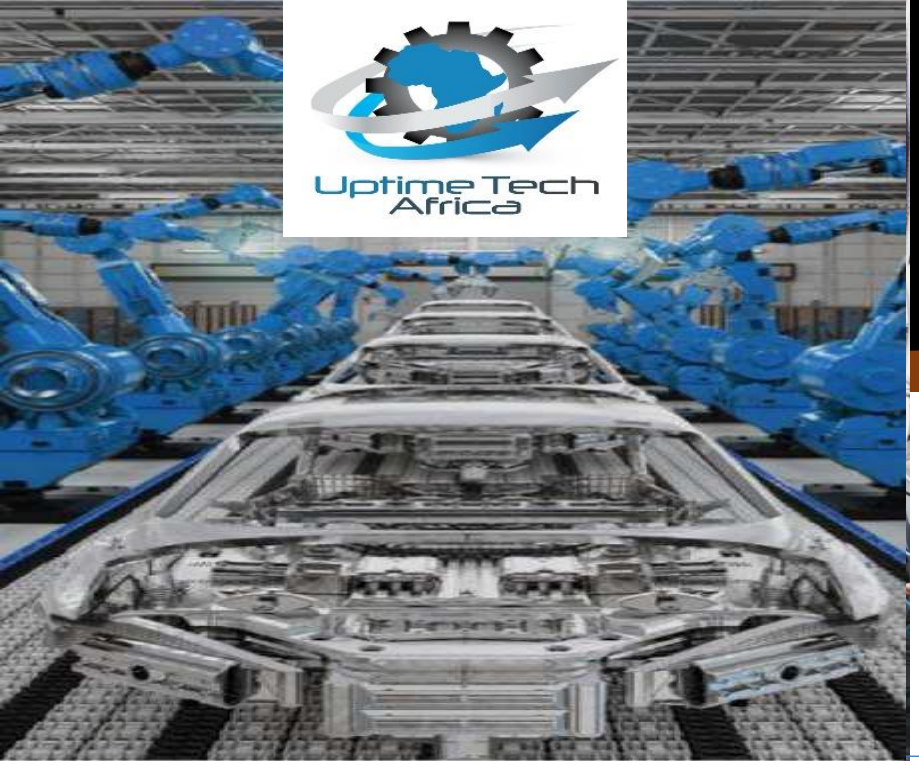
Module 3 – Failure Modes
How to effectively use Intuition, guesses, and experience
How can we identify and resolve failure modes?
The basic elements of Root Cause Analysis
Strategy Maintenance elements Mix relating to Condition, Predictive, Run to Failure and Time Based maintenance

Module 4 – Trouble Shooting
Having identified a failure mode, how do we then resolve it?
Learn how to set up a Trouble shooting plan together with identified goals and analysis techniques

Module 5 – Root Cause Analysis (RCA)
Problems and failure occur every day
RCA is a systematic process for identifying “root causes” of problems and an approach for responding to them
Explore the RCA elements
Define, Cause and Effect, Effective Solutions, Corrective Actions, Future issues and Follow up

Module 6 – Statistical Tools
An introduction to various statistical problem solving and solution finding tools
An in depth look at Pareto Charts, Mean Time Between Failure Reports (MTBF) and Condition Monitoring Techniques

2 Day Duration



Project Management Best Practices

Project management is the practice of leading the work of a team to achieve goals and meet success criteria at a specified time
The primary challenge of project management is to achieve all of the project goals within the given constraints
Are your projects normally completed successfully on time?
Are they controlled through a strict, speedy and proven project methodology standard?
Is all your documentation up to date and based on Best Practice principles?
What about audit compliance? Will your project documentation stand up to their requirements and standards?
This training course is all about **Project Management and Best Practices** and starts from the basis of PAS 55
The world and industry benchmark standard

Project Management and Best Practices

Module 1 –PAS 55 and Benchmarking
A high level overview of Pas 55 and ISO 55001
looking at
- Project Management, Planning and Implementation
- Best Practice implications

Key Elements
- Policy and Strategy
- Implementation and Operations
- Checking and Corrective Procedures
- Management Reviews

Module 2 –Create Your Own Process Plan
An easy effective but unique 7 step process plan to enable organisations to compile their own methodology that is specific to their organisation based on PAS 55 concepts

Module 3 –Project Planning A
Detailed program plan overview and practical schematic
7 Key steps to Project Success
How to assess needs accurately and to construct a meaningful and impactful Project Charter document

Module 4 – Project Planning B
Parameters, scope and objectives to follow structured rules of methodology
10 Key steps to detailed planning success
Energise and excite team with a correctly planned 7 step project kick off meeting

Module 5 – Project Planning C
Assess all resource requirements and learn priority rules for scheduling tasks and activities
Learn how to implement an effective Change Management process for control
Upskill and fill competency through Training Assessments

Module 6 –Just Do It
Good implementation provides a strong Foundation.
Poor implementation has severe negative implications
The Project Plan maps out the way forward
The Implementation plan charts out all the various activities

Module 7 –Best Practices
Proactive Maintenance Techniques and Computerized Maintenance Management Systems are Key Enablers of Best Practices. They allow control of the work management process and provide an effective way to initiate plan and schedule large volumes of work

Module 8 –Process Mapping
Business process mapping refers to activities involved in defining what a business entity does, who is responsible and to what standard a business process should be completed

Effective Planning and Scheduling

Planning involves identification of tasks that need to occur
Scheduling involves assigning the future action needed to accomplish the tasks to occur on a certain date and time
Are planning and scheduling working effectively for you?
Is high reliability and meeting customer order volumes important to you?
Without an effective planning and maintenance scheduling process, you will never achieve either and the result will be diminished profits and a reducing client base
Correct maintenance and scheduling will Increase productivity Improve product quality Reduce costs and give global competitiveness
Planning and scheduling ensures the right work gets done, at the right time, with the right tools, materials and people

Welcome to Effective Planning and Scheduling

Learn practical planning guidelines and a down to earth scheduling methodology

No more poor quality and missed deadlines

Quite the opposite

Module 1 –Planning and Scheduling Overview
Planning is all about What, How and Why
Scheduling is all about Who, When and Timing
A disciplined approach for utilizing existing maintenance resources to reduce facility downtime and minimize overall production costs

Module 2 –Planning Guidelines
Identify the correct maintenance jobs and prepare them for scheduling by developing a work plan to complete the task

Module3 –Scheduling Guidelines
Maintenance scheduling refers to the timing of planned work and the objective is to maximise the of work with available resources
Increase productivity with scheduling of excellence

Module 4 –Purpose of Planning
Plans are nothing -Planning is everything
Planning is to get the job done right first time in the shortest possible downtime and to get the equipment back working properly to produce a quality product and keep the equipment working as long as possible before the next repair

- Efficiency -Effectiveness -People
- Time -Equipment –Money

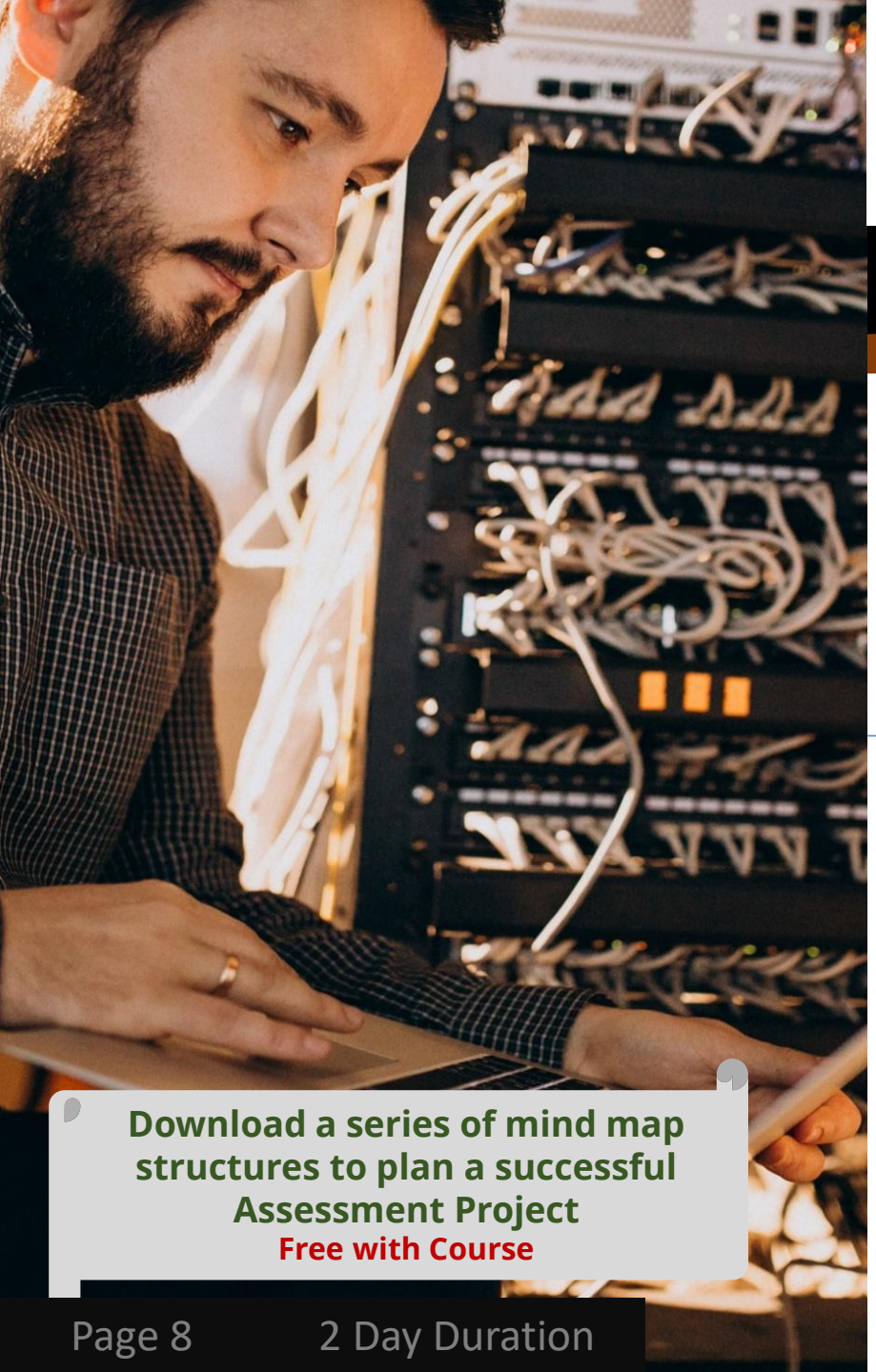
Module 5 – Planning Methodology
Identify all needed resources and job plans to provide a framework of proper execution of work to ensure all resources are used more efficiently

- Guestimates and Judgements
- Funding and Budgets
- Planning methods
- Resources and job plans

Module 6 – Practical Planning
Planning is all about working ahead - about bringing the future to the present
Learn about Work Packs – History performance – Focus areas

Module 7 – Scheduling Methodology
Assignment of many planned jobs into a defined period of time to optimize the use of the resources within their constraints
A schedule is just a list of work if the jobs on the schedule are not planned

Module 8 – Schedule Implementation
Get the project implemented but that requires a lot more than is seen on the surface



Download a series of mind map structures to plan a successful Assessment Project
Free with Course

Project Shutdown

Shutdowns are often very complex to handle and plan and although most of the work can be pre-planned, there will always be a large unknown element of work that will arise

No matter how well a plant is run or how high its efficiency is a shutdown period will be required to maintain it

Are your production levels not meeting required standards? Do you need to restore production to acceptable levels?

Is your plant not running as efficiently as it should?

Do you have a legal requirement to inspect or complete specific maintenance which cannot be dealt with through normal maintenance processes?

All of the above questions and more are solid reasons for initiating a shutdown project

Welcome to Project Shutdown

Explore the process required to plan for and achieve a successful Shutdown operation

Module 1 – What is Project Shutdown
The purpose of shutdown maintenance is to create a plan for a complete stoppage of all plant activities in order to perform necessary maintenance that cannot be handled through standard maintenance procedures during factory standard operational hours

Module 2 – Map Out the Needs
What are the issues we need to resolve? Learn how to identify those critical needs and represent them through a powerful Project Charter and Project Scope initiative

Module 3 – Plan the Shut
Learn how to construct an effective plan with the use of Gaant charts and mind maps for all tasks and activities. Understand timelines, resource and contractor requirements, pre-shut work, quality, safety and risk assessment

Module 4 – Resourcing
Effective kick off meeting:- Structure meeting agenda, how to get started, project presentation, expectations, resource responsibilities, communication plans, feedback and closure
Scheduling process:- Critical path analysis, identification of priorities, materials and resource requirements, scheduled mapping principles and work packages

Module 5 – Make It Happen
Pre implementation plan:- Training, motivational meeting, completion of any pre shut work that can be done
Implementation:- Monitor progress, modifications, additional work, change control and change management

Module 6 – Safe Landings
Project close:- Handover, restart procedures, success review, post mortem, documentation

2 Day Duration

Training Methodology

- The teaching methodology combines formal theoretical instruction with extensive use of case studies and class exercises
- Group discussion and debate is led by the instructor and the delegates own experience is an integral aspect of the learning process
- Most senior professionals learn best from their own context and experience and the course is designed to be both practical and engaging

Training Director

The courses are case study intensive and are led by a course director with years of experience
His examples are thought-provoking and elicit a significant amount of group discussion, so delegates learn the “how to”
What sets our course director apart from other trainers is his extensive business experience over the last few decades - his technical skill set is not academic
His blend of technical knowledge and practical experience contribute to the overall success of the training workshops
In addition to unparalleled technical expertise, he brings a unique ability to integrate technical concepts into real-life scenarios, while keeping a focus on achieving agreed-upon learning objectives
He has a passion for training to impart knowledge to others so they can have success
His ability to effectively present complex concepts in an easy-to-understand manner makes his training workshops highly successful

Testimonials

- The workshop far surpassed my expectations in all areas
- The instructor knows his stuff
- The knowledge, professionalism, presentation skills, discussion and encouragement were all excellent
- The relevance and quality of the workshop was top class
- The venue and hospitality was friendly and relaxing
- Catering was high quality and variety
- Quality all the way
- I am looking forward to the next workshop

Workshop Key Take Aways

- Detailed eBook of workshop
- Chart of global trends for International Asset Management World Class Standards
- Toolbox of 'how to measure world class status'
- Lists of negative and positive activities to minimise or maximise
- Life Cycle Plan for professional care of physical assets
- Examples of the impact of destructive failure
- Project mapping plan based on International Standards - PAS 55
- Sample work flow process charts

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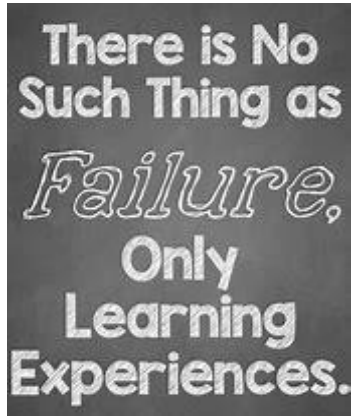

Extensive use of case studies and practical project exercises are used throughout all of these workshops which are conducted by an experienced and expert trainer
For further information please contact
Strobe Academy of Learning
on the email address or contact number shown below

Full workshop itinerary as well as scheduled dates and venue information are available on request

Thank you for your interest

Uptime Tech Africa