MeTec
EMPWER YOUR TECHNICAL SKILLS

MAINTENANCE PLANNING, SCHEDULING & WORK CONTROL OPTIMIZATION

OUR ACCREDITATION & PARTNERS

MAINTENANCE PLANNING, SCHEDULING & WORK CONTROL OPTIMIZATION

OVERALL DESCRIPTION:

We aim in this program to provide comprehensive and practical framework for mastering the essential components of a world-class maintenance management system. We will move through the entire work management cycle, from initial work identification to final work order closure. By equipping participants with the methodologies and tools to effectively plan, schedule, and control maintenance activities, this course aims to significantly reduce unscheduled downtime, increase asset lifespan, and lower maintenance costs. The focus is on implementing sustainable processes that drive a culture of continuous improvement and operational excellence.

Course Objectives:

Upon completion of this course, participants will have the knowledge and skills to:

- Develop a robust and effective maintenance planning process that prioritizes critical work.
- Master advanced scheduling techniques to optimize resource allocation and minimize production disruptions.
- Implement a structured work control system to ensure work is executed safely and efficiently.
- Establish key performance indicators (KPIs) to measure and drive continuous improvement.
- Shift from a reactive to a proactive maintenance culture, demonstrating a clear return on investment (ROI).

Course Outline:

- **The Foundation of Maintenance Planning**
  - The business case for proactive planning and its impact on profitability.
  - Defining the role of the Maintenance Planner.
  - Developing standardized job plans and estimating work effort.

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Course Outline:

- **The Art of Effective Scheduling**
  - Balancing proactive vs. reactive work in the schedule.
  - Creating daily, weekly, and shutdown schedules.
  - Optimizing resource utilization (labor, parts, tools).
- **Work Control & Execution Management**
  - Implementing a reliable work order system.
  - Managing work permits, safety procedures, and work control gates.
  - Communicating effectively between operations and maintenance.
- **Performance Measurement & Optimization**
  - Defining and tracking key maintenance metrics (e.g., wrench time, schedule compliance).
  - Using data to identify and eliminate root causes of inefficiency.
  - Leveraging technology to automate and streamline processes.

WHO SHOULD ATTEND?

This course is designed for professionals and leaders responsible for maintenance and operational reliability, including:

- Maintenance Planners and Schedulers
- Maintenance Supervisors and Managers
- Reliability Engineers
- Operations and Production Supervisors
- Individuals aspiring to leadership roles within maintenance organizations

Course Methodology:

We utilize a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented. This training course will be conducted as a highly interactive workshop session. A variety of training methodologies will be used Before and during the course whenever applicable. Some of these methods are gamification, online pre-post test, role plays, self-assessment instruments, group exercises & case studies.