

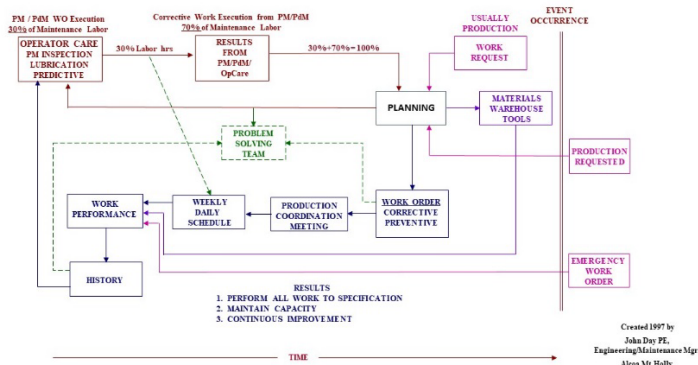
# Maintenance Planning and Scheduling

## “Learning through Hands-On Exercise and Knowledge Sharing”

Designed by Ricky Smith CMRP, CMRT, CRL

### What you can expect to learn?

#### ➤ World Class Maintenance Model



- World Class Maintenance Practices and how P&S impacts this process
- World Class Maintenance Planning and Scheduling Model
- Maintenance Planning and Scheduling Guiding Principles
- What is Wrench-time and how it impacts Asset Reliability
- Proactive Maintenance Planning and Scheduling Workflow Model
- Proactive Planning and Scheduling Metrics
- How to transition from to current state to a more Proactive Planning and Scheduling Process
- How to use Leading and Lagging Metrics/KPIs to manage and optimize Maintenance Planning and Scheduling
- Attributes of Maintenance Planning and Scheduling
- Attributes of Proactive Planning
- Attributes of Proactive Scheduling
- How to create a Maintenance Strategy (PM/PdM/RTF)
- Asset Criticality / Defect Severity Process
- Proactive Kitting Process
- Managing Maintenance Storeroom
- How to Manage Change
- Create a Master Plan, with timeline for Proactive Maintenance Planning and Scheduling Implementation
- How to create a Leading and Lagging Metrics Dashboards

# Training Schedule

## Day 1: Maintenance Planning and Scheduling Overview

- ❖ Instructor and Attendee Introductions
  - ❖ Expectations from training
  - ❖ Expectations from each attendee
  - ❖ Expectations from instructor
  - ❖ Daily Training Schedule
  - ❖ Proactive Maintenance Workflow Model/Process
  - ❖ Definition of:
    - Maintenance
    - Reliability
    - Preventive Maintenance
    - Predictive Maintenance / Condition Monitoring
    - Maintenance Planning
    - Maintenance Scheduling
    - Wrench-Time
    - Work Identification
  - ❖ What does “World Class Planning and Scheduling look like
  - ❖ Maintenance Planning and Scheduling Guiding Principles
  - ❖ Planning and Scheduling Leading and Lagging KPIs
  - ❖ How to use Asset Criticality and Defect Severity to Schedule Maintenance
  - ❖ Definition and expectations from PM and PdM
  - ❖ Failure Modes and how to manage and mitigate them
  - ❖ Developing and Managing a Maintenance Planning and Scheduling
    - Planning and Scheduling Workflow Process
    - Steps required to develop an Effective Planning and Scheduling Program
    - Writing a Repeatable/Effective Procedure
    - Planning and Scheduling Roles and Responsibilities (RACI)
    - Managing Planning and Scheduling Program
    - Maintenance Planning and Scheduling Leading and Lagging KPIs
  - ❖ Developing and Managing an effective Planning/Scheduling process
  - ❖ Day 1 Review
  - ❖ 2 things you learned today
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## Day 2: Maintenance Planning

- ❖ Review of Day 1
- ❖ World Class Maintenance (Alumax Mt Holly – John Day PE)
- ❖ Developing an effective Maintenance Planning process
  - Maintenance Planning Definition
  - Maintenance Planning Workflow
  - Maintenance Planning Leading and Lagging KPIs
  - Maintenance Scheduling Roles and Responsibilities (RACI)

- ❖ Developing an effective Maintenance Scheduling process
    - Maintenance Scheduling Definition
    - Maintenance Scheduling Leading and Lagging KPIs (RACI)
    - Maintenance Scheduling Roles and Responsibilities
    - Maintenance Planning and Scheduling Exercise
  - ❖ Work Execution
    - Work Execution Definition
    - Work Execution Leading and Lagging KPIs
    - Work Execution Roles and Responsibilities (RACI)
  - ❖ Work Order Closeout
    - Work Order Close Out Definition
    - Work Order Close Out Leading and Lagging KPIs
    - Work Order Close Out Roles and Responsibilities (RACI)
  - ❖ Failure Reporting, Analysis, and Corrective Action System (FRACAS)
    - What is FRACAS
    - FRACAS Process
    - Expectations from FRACAS
  - ❖ Best Maintenance Repair Practices
  - ❖ How to write a Repeatable Procedure
  - ❖ Day 2 Review
  - ❖ 2 Things one learned from today
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## Day 3 – Maintenance Planning and Scheduling

- ❖ Maintenance Planning and Scheduling Best Practices (World Class Maintenance Model)
  - ❖ Maintenance Planning and Scheduling Process Maps
  - ❖ Maintenance Parts managements impact on Planning
  - ❖ Maintenance Repeatable Procedure Writing Exercise
  - ❖ Maintenance Planning Exercise
  - ❖ Maintenance Scheduling Exercise
  - ❖ Maintenance Work Order Process
  - ❖ Maintenance Scheduling Guiding Principles
  - ❖ Maintenance Scheduling KPIs / Metrics
  - ❖ Step by Step designing and implementation/Optimization of a Proactive Maintenance Planning and Scheduling Process
  - ❖ Managing Change
  - ❖ Planning and Scheduling Optimization/Implementation plan with KPIs
  - ❖ Recap of last 3 days
  - ❖ Creation of an action plan when you return
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