

Rule of Thumb for Maintenance and Reliability Leadership

Day 1: Introduction of Maintenance and Reliability Optimization

1. Describe How Best Practices lead to World Class Maintenance and what the impact may be
2. What is Maintenance and Reliability Best Practices
3. Reliability Engineering Best Practices
4. Preventive (PM) and Predictive Maintenance (PdM)
5. How the ROI is impacted through reliability
6. Key Maintenance and Reliability Principles
7. Reporting Failure with FRACAS
8. Root Cause Analysis (RCA)
9. Key Performance Indicators (KPIs)
10. KPIs dashboard create, or development required data and source data
11. Documentation -data source calculation method
12. Timeline for publishing the dashboard
13. Using KPIs to drive maintenance process improvement
14. Develop RACI Charts to ensure everyone is aligned in all Maintenance/Reliability Processes
15. Education and training program (RCA, PM&PdM...)

Day 2: Planning and Scheduling/ MRO Best Practices

1. Attributes of Maintenance Planning and Scheduling
2. Maintenance Planning and Scheduling Best Practices and why Wrench-Time is critical
3. Why Planning and Scheduling is important?
4. The Benefit of Planning and Scheduling / ROI
5. What is Maintenance Wrench-Time and how Planning and Scheduling impacts wrench-time and Maintenance Cost
6. What a Day in the Life of a Proactive Maintenance Planner Looks Like
7. How to Plan and Schedule
8. MRO Best Practices
9. Inventory Management, MRO/Kitting
10. MRO Cycle Counting, Stockouts
11. Critical Spares – “Always have one in stock”
12. How to Measure the Impact of Maintenance Planning and Scheduling

Maintenance and Reliability Optimization

Day 3: Maintenance Excellence for Maintenance Supervisors

1. Maintenance Supervisor provides weekly tool-Box Training based on issues they face week to week.
 2. Day in the Life of a Proactive Maintenance Supervisor
 3. Best Maintenance Supervisor Attributes
 4. How to create a scorecard to Manage Maintenance/ Reliability
 5. The Benefits of Asset Criticality Analysis
 6. Preventive Maintenance Optimization (PMO)
 7. PdM/Predictive Maintenance Best Practice, Predictive Maintenance – Lube, Vibe, UT, IR
 8. Maintenance Technician Best Practices:
 9. Day In the Life of a Proactive Maintenance Technician
 10. Requirements for Procedures
 11. What is Reactive vs Proactive Maintenance?
 12. Roles and Responsibility for Proactive Technicians
 13. Motivation of Maintenance Technicians
 14. Why parts must be checked out to reduce stockouts
 15. What are the causes of Breakdowns and How to Mitigate Breakdowns
 16. Root Cause Analysis RCA
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- **Create a Master Plan using the methodology Quick wins, Crawl, Walk, Run Methodology**