

# € TRAINING

Best Practices for Maintenance Data  
Collection, Knowledge Management &  
Maintenance Planning



# Best Practices for Maintenance Data Collection, Knowledge Management & Maintenance Planning

## Introduction:

This program is focused on helping you develop a Maintenance Knowledge Management System for your Organization which is then used as a basis for Maintenance Planning.

It covers issues related to the collection of maintenance data in a form suitable for use in a System of Maintenance based on Facts.

The term Data is used in the widest term and includes Equipment History, Maintenance Records, Maintenance Procedures, Customer Real Needs, New Developments, Cost Data, and other Future Actionable Data.

This program's recommendations are compatible with any CMMS you might be currently using. This program is relevant to both Routine Maintenance and Plant Shutdown Maintenance.

## Course Objectives:

At the end of this course, the participants will be able to:

- Understand Maintenance Business Processes
- Design and implement maintenance plans
- Understand how maintenance management affects productivity & profitability
- Appreciate the correlation between the productivity of an organization and its maintenance management ability.
- Develop skills to effectively manage maintenance by focusing on critical areas

## Targeted Audience:

- Procurement Planners, Maintenance Planners, Asset Managers
- Data Scientists and Data Analysts
- Logistics and Supply Chain Planners
- Other professionals involved in procurement, maintenance and operations of assets

## Course Outlines:

### Unit 1:

- Understanding Organizational Expectations from the Maintenance Department.
- Understanding Quality Service & Customer Satisfaction.
- Understanding Exceeding Customer Expectations.

### Unit 2:

- Industry Standards in Maintenance.
- Maintenance Business Processes.
- Maintenance Management Data Needs.

### Unit 3:

- Methods for Collecting the Data.

- Data Analysis.
- Good Practices for Managing Maintenance.

#### Unit 4:

- Best Practices in Maintenance.
- Building a Maintenance Knowledge Management System.
- Leadership in Maintenance Management & Data Collection.

#### Unit 5:

- Maintenance Methodologies
- Testing & Examination methods
- Root-Case Analysis
- Remedial maintenance
- Precautionary maintenance
- Condition & Predictive based maintenance
- Shutdown maintenance
- Improvement
- Advanced maintenance planning & administration
- Performance indication and measurement in maintenance
- The role of leadership in maintenance
- The role of technology and IT infrastructure within the maintenance
- Competitor analysis and applying the latest maintenance industry practices to your organization