

Maintenance, Planning, Scheduling & Control

*Cape Town (South Africa)*

*11 - 22 August 2025*

UK Traininig

**PARTNER**



## Maintenance, Planning, Scheduling & Control

Code: OG28 From: 11 - 22 August 2025 City: Cape Town (South Africa) Fees: 6800 Pound

### Introduction

The Maintenance Planning, Scheduling, and Control course aims to provide participants with the latest concepts and techniques needed for effective planning and precise management of maintenance activities. The course begins with a basic introduction to maintenance objectives and their evolution, followed by a review of work order systems and prioritization of tasks. It then covers the implementation of preventive maintenance, the creation of appropriate programs, and scheduling. The course also focuses on proper planning and scheduling of orders, as well as resource management and equipment life cycle costs. Essential topics in material planning and workplace safety are also addressed, culminating in the control of maintenance operations through performance measurement and the use of effective Key Performance Indicators KPIs. The goal of the course is to enhance the efficiency and performance of the maintenance department and ensure maintenance is executed systematically and safely.

### Course Objectives

- Apply the latest concepts and techniques needed for effectively planning, scheduling, and controlling maintenance activities.
- Manage routine, corrective, as well as large scale preventive maintenance activities.
- Review the critical operational requirements for successful planning and control of the maintenance work.
- Use the right Key Performance Indicators KPIs for the measurement and evaluation of the maintenance department.

### Course Outline

#### Day 1

##### Objectives of Maintenance

- What Is Maintenance?
- Evolution of Maintenance.
- Challenges Facing Maintenance.
- Types of Maintenance.
- Classification of Roles in Maintenance.
- Customer Service in Maintenance.

#### Day 2

##### The Work Order System

- Purpose of the Work Order System.



- Information Collected on a WO.
- Job Estimating Methods.
- Prioritizing Maintenance Work.

#### Day 3-4

##### Preventive Maintenance PM

- Understanding PM.
- Implementing a PM Program.
- Establishing Scheduling.
- Breaking a Facility Into Logical Parts.
- Developing an Equipment List.
- Writing PMs.
- Developing Equipment Manuals.
- Setting Up Inventory.

#### Day 5

##### Planning and Scheduling of Major Maintenance WOs and Shutdowns

- Planning and Scheduling.
- Work Breakdown Structure.
- Critical Path Method CPM.

#### Day 6

##### Resource Scheduling and Leveling Life Cycle Cost of Equipment

- Capital Budgeting.
- Accounting Rate of Return ARR.
- Payback Method.
- Net Present Value Method NPV.
- Replacement Analysis of Equipment.

#### Day 7

##### Planning and Controlling Maintenance Materials

- Inventory Costs.
- Considerations in Inventory Decisions.
- Economic Order Quantity EOQ.
- Total Material Cost.
- When to Order.

#### Day 8

##### Safety in Maintenance

- Myths About Safety.



- Accidents and Injuries.
- Unsafe Acts and Unsafe Conditions.
- Cost of Accidents.
- Safety Audit.

#### Day 9-10

#### Controlling Maintenance Work

- Measuring Performance.
- Sources of Data.
- Backlog Indices.
- Schedule Compliance.
- PM and Emergency Indices.
- Productivity Indicators.



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