SCANDINAVIAN ACADEMY
For Training and Development

Course: Maintenance Planning, Scheduling and Control

Code	City	Hotel	Start	End	Price	Language - Hours
118	Hong Kong	Hotel Meeting Room	2025-07-21	2025-07-25	5950 €	En - 25

Program Objectives:

By the end of the program, participants will be able to:

- 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.

This Program is designed for:

Managers, supervisors and planners responsible for maintenance planning, scheduling and control activities. This program is worth 25 NASBA CPEs.

Program Outline:

Objectives of Maintenance

- What Is Maintenance?
- Evolution of Maintenance

- Challenges Facing Maintenance
- Types of Maintenance
- Classification of Roles in Maintenance
- Customer Service in Maintenance

The Work Order System

- Purpose of the Work Order System
- Information Collected on a WO
- Job Estimating Methods
- Prioritizing Maintenance Work

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

Planning and Scheduling of Major Maintenance WOs and Shutdowns

- Planning and Scheduling
- Work Breakdown Structure
- Critical Path Method (CPM)
- 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

Planning and Controlling Maintenance Materials

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

Safety in Maintenance

- Myths About Safety
- Accidents and Injuries
- Unsafe Acts and Unsafe Conditions
- Cost of Accidents
- Safety Audit

Controlling Maintenance Work

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

The Scandinavian Academy for Training and Development employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:

- **Theoretical Lectures:**
  - We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.
- **Scientific Assessment:**
  - We evaluate trainees skills before and after the course to ensure their progress.
- **Brainstorming and Interaction:**
  - We encourage active participation through brainstorming sessions and applying concepts through role play.
- **Practical Cases:**
  - We provide practical cases that align with the scientific content and the participants specific needs.
- **Examinations:**
  - Tests are conducted at the end of the program to assess knowledge retention.
- **Educational Materials:**
  - We provide both printed and digital scientific and practical materials to participants.
- **Attendance and Final Result Reports:**
  - We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.
- **Professionals and Experts:**
  - The programs scientific content is prepared by the best professors and trainers in various fields.
- **Professional Completion Certificate:**
  - Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.
- **Program Timings:**
  - Training programs are held from 10:00 AM to 2:00 PM and include coffee break sessions during lectures.