



PROJACS ACADEMY
by egis



Excellence in Operation and Maintenance Management

التميز في اعمال التشغيل والصيانة

22 - 26 May 2023

Los Angeles / USA

Introduction

This intensive 5-day course has been designed to benefit engineers and technicians who are involved in the operation and maintenance of any facility. The maintenance phase is an important element of the equipment life cycle during which equipment must be maintained satisfactorily for effective performance.

Objectives

- Prepare maintenance budget
- Provide input in the design of new equipment/item/system
- Provide input in equipment life cycle cost studies
- Make decisions concerning equipment replacement
- Compare maintenance cost effectiveness to industry averages
- Develop optimum preventive maintenance policies
- Compare competing approaches to maintenance
- Provide feedback to upper level management
- Improve productivity

Who Should Attend?

- Maintenance Managers
- Maintenance & Operations superintendents, supervisors, team leaders
- Maintenance planners
- Key leaders from each Maintenance craft
- Materials Management Managers/Supervisors
- Key Maintenance support assistants
- Other stakeholders in the Work Planning Function

Course Outline

Day One

Operation

- The effective implementation and control of operation activities.
- Ensure efficient, safe, and reliable process operations.
- Equipment Status Control
- Operator Knowledge and Performance

Types of Maintenance

- Maintenance philosophy
- Reactive maintenance
- Time based maintenance
- Condition based maintenance
- Proactive maintenance
- Application of maintenance programmers
- Causes of machine failures.

Planned and Repetitive Maintenance

- Repetitive repair or replacement of specific items.
- Scheduled routine work
- Planned equipment overhaul
- Building and facility repairs

Day Two

Economics of Maintenance

Estimating Repair & Maintenance Costs

- Assigned area service
- Planned non-repetitive replacements and repairs
- Relocations
- Modifications
- Equipment improvements

Maintenance strategies

- Inspection & remaining life evaluation of process plant equipment
- Applying the predictive approach
- Surviving the maintenance shutdown
- The planning & scheduling machines
- Strategic Human Resources Management

Day Three

Maintenance Control Systems/Procedures

- Effective Communication
- Leadership in Teams
- Leadership in Decision Groups
- Leadership Styles and Six Competence Levels
- Developing Leadership skills

Typical Files for Maintenance Control

- Work Request/Order Backlog File
- Scheduling Backlog File
- Awaiting Materials File
- Preventive Maintenance Control File
- Closed Work Request/Order File
- Inventory Control File

Management Reports

- Maintenance Backlog Report
- Maintenance Performance Report
- Monthly Status Report
- Application planning sheet
- Building maintenance scheduling
- Case Study & Application
- Maintenance project management and planning module

Day Four

Initiating Maintenance Requests

- Procedure

Processing by Work Receipt and Control

- Unplanned Maintenance
- Planned Maintenance
- Procedure
- Estimating
- Labor

Maintenance Planning

- Planner qualifications
- Planning Work Flow

Day Five

Preparing maintenance plan

- Planning sheet
- Planning of spare parts (Maintenance Material Control)
- Stock holding costs
- Stock ordering costs
- Lead time elements
- Economical order quantity EOQ

Materials requirements planning (MRP)

- Computer applications in maintenance material control

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **6,200 USD**
**VAT is Excluded If Applicable*

المقدمة

لقد تم تصميم هذه الدورة المكثفة لكي يستفاد منها المهندسين والفنيين الذين يشاركون في تشغيل وصيانة أي مرفق. حيث ان مرحلة الصيانة عنصرا هاما من دورة حياة المعدات ومن خلالها يتم الحفاظ على المعدات بصورة مرضية للأداء الفعال.

الاهداف

بعد الانتهاء من هذه الدورة سيتمكن المشاركون من التعرف على:

- إعداد ميزانية الصيانة
- توفير المدخلات في تصميم المعدات الجديدة / البند / نظام
- توفير المدخلات في الدراسات تكلفة المعدات دورة الحياة
- اتخاذ قرارات بشأن استبدال المعدات
- مقارنة فاعليه تكاليف الصيانة
- وضع سياسات الصيانة الوقائية الأمثل
- مقارنة الطرق المختلفة للصيانة
- تحسين الإنتاجية

الحضور

- مدراء الصيانة
- المشرفين على الصيانة
- الأفراد القائمون بأعمال التخطيط أو الذين يرغبون في الترقى إلى وظيفة التخطيط
- المهندسون الميكانيكيون أو الفنيون المتميزين وذوي دور فعال في الصيانة
- المدراء والمشرفون على تخطيط المشتريات
- الأفراد المتعاملين مع أعمال الصيانة والأعمال المساندة
- كل من له علاقة أو استفادة من أعمال الصيانة