



an eegis company

بروجاكس للتدريب والتطوير
Projacs Training and Development

Leadership & Project Management Skills Developments, and O&M Contracts Supervision

تطوير مهارات القيادة و ادارہ المشاريع و الأشراف علي عقود
التشغيل والصيانة

04 – 08 July 2021

Dubai / UAE



Introduction

Due to the boom in the construction industry, many buildings, infrastructure projects plants and other types of projects related to improvement in human living have been completed. Completion of such projects opens new windows of problems for some and opportunities for others. Problems have been reported on the lack of knowledge to properly execute the maintenance and operation contracts of these multi-million dollars facilities. Smooth operation and maintenance services would ensure that the facilities are operated and maintained to maximize their usage economically.

Objectives

The program is designed in the form of a series of lectures and case studies to provide an understanding of the concept of operations and maintenance and the efficient management of facilities. This program offers an opportunity to improve knowledge and skills of those who are responsible in managing and supervising the operations and management of facilities and for those who desires an uninterrupted service to clients and users of facilities. All these targets will be achieved as participants are exposed to the experiences and knowledge of speakers who have been in this business for more than a decade.

Who Should Attend?

A set of experienced professionals will share their knowledge and experience that would benefit participants of this program. The program exposes participants from facility managers, facility operation & maintenance executives and managers on how to manage their properties in the most efficient manners

Course Outline

Day 1

Project Management

Leadership

Basic of facility operation

FACILITIES MANAGEMENT CONCEPTS

- Facilities Planning
- Facilities Organization Issues

FACILITIES ASSESSMENT

- Criteria and Checklists
- Benchmarks
- Contract Types

Alternative Maintenance Concepts

Day2

- Decision Making and Thinking Theory
- Conceptual Framework of Thinking Skills and Decision Making.
- Divergent and Convergent Thinking in Decision Making.
- Critical Constructive Thinking in Decision Making.

Operations and Maintenance Management

1- Types of Maintenance

- Maintenance philosophy
- Preventive maintenance
- Predictive maintenance
- Corrective maintenance
- Run to Failure Philosophy

2- Application of maintenance programs

Day 3

Maintenance Control Systems/Procedures

- Typical Files for Maintenance Control
- Management Reports
- Build a and implement a preventive maintenance program
- Applying the predictive approach
- Computer applications in maintenance experience documentation and expert system

Day 4

Review & Evaluation of the Maintenance Contracts For the Following:

- Maintenance of Fire fighting and Fire Alarm systems
- Maintenance of HVAC Systems
- Maintenance of Plumbing Systems
- Maintenance of Elevators
- Maintenance of Pumps

Day 5

System Management and Evaluation

- Inspection & remaining life evaluation of facilities equipment
- Applying the optimum Maintenance approach

Evaluation of the Maintenance Contactors performance Developing of the Operation Strategies

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, and case studies and highlight the techniques available to the participants.

Course Fees*

- **2,950USD**
**VAT is Excluded If Applicable*

مقدمة

بسبب الطفرة في صناعة البناء ، والعديد من المباني، تم الانتهاء من مشاريع البنية التحتية وأنواع أخرى من المشاريع ذات الصلة لتحسين معيشة الإنسان. والانتهاء من هذه المشاريع يفتح نوافذ جديدة من المشاكل للبعض والفرص للبعض الآخر. وقد أبلغ عن مشاكل في نقص المعرفة لتنفيذ عقود الصيانة بشكل صحيح وتشغيل هذه المرافق المتعددة والتي تصل تكلفتها الي مليون دولار. التشغيل وخدمات الصيانة وضمان تشغيل المرافق وصيانتها لتعظيم استخدامها اقتصاديا وتعزيز الإستخدام من قبل شاغليها.

الحضور

البرنامج يستهدف مجموعة من المهنيين ذوي الخبرة وسيتم تبادل المعرفة والخبرة التي يمكن أن تستفيد منها. كذلك أصحاب الممتلكات والمديرين ومديري المرافق، و مديري البناءالتنفيذيين ومديري الصيانة