

# Maintenance 2012 Seminars

Seminar 1 (1 Day)

## ***The Why, What, How & Who Of Maintenance***

Maintenance Costs. What Maintenance Does Your Organisation Need. Deciding What Maintenance Can Be Applied To Your Assets. Planned Maintenance, Preventive, Predictive, and Proactive Maintenance. Maintenance People, Maintenance Skills & Structures.

Seminar 2 (1 Day)

## ***Maintenance Planning & Maintenance Management***

Maintenance Planning, Scheduling and Control, Maintenance Stores, Computerised Maintenance Management Systems, EAM's and ERP's, Maintenance History Collection, Using Maintenance Data. An Introduction To Maintenance Management and Asset Management.

Seminars 1 and 2 Presented By **Len Bradshaw** (Aust)

Workshop (1 Day)

## ***Applying Best Practices to Maintenance Planning & Control***

Ricky Smith has worked in Maintenance for some of the Best companies in the World and also was a Maintenance Company Commander in Iraq and Kuwait. Lessons learned from this experience are identified and discussed in this Workshop.

The Roles of a Planner. Planning Proactive Work Process. Feedback on the Plan once it has been executed. Daily and Weekly Scheduling. What to do about a low wrench time. Maintenance Planning effect on Work Execution. Feedback to the planner and schedulers. Maintenance Metrics and much more.

Workshop Presented By **Ricky Smith** (USA)

## Venues

Perth  
9 - 11 May 2012

Rockhampton  
16 - 18 May 2012

Sydney  
21 - 23 May 2012

## Who Should Attend:

Tradespersons, Technicians, Planners, Schedulers, Maintenance Supervisors, Engineers, Managers and Operations Personnel.

## Seminar 1 Duration - 1 Day

# The Why, What, How and Who Of Maintenance

**Presented by** Perth 9 May 2012  
**Len Bradshaw** Rockhampton 16 May 2012  
Sydney 22 May 2012

### 1. Consequences of Good or Bad Maintenance

- The direct and indirect costs of Maintenance.
- The real cost of failures and cost of downtime.
- Identifying & recording real maintenance costs.
- What do you cost and what are you worth. Displaying your value to your organisation.
- Maintenance as a profit creator.
- Short term and long term impact of insufficient resources in Maintenance

### 2. Maintenance Activities

- The different maintenance activities performed.
- Emergency, corrective, preventive, predictive, condition based, and Proactive maintenance.
- Possible problems associated with fixed time replacement of components.
- Understanding failures in maintenance.
- The different failure types and how they affect what maintenance should be used.
- What maintenance is needed. Basic rules in setting inspection and PM frequencies.

### 3. Improving Maintenance Activities

- Introduction to maintenance plan development. PM's and repair procedures.
- Moving through Preventive / Predictive to Proactive Maintenance.

### 4. Inspections & Condition Monitoring

- What inspection and preventive/predictive techniques are now available in maintenance.
- A look at the wide range of inspection and condition monitoring techniques
- Visual inspections, oil analysis, vibration monitoring, thermography, acoustic emission, boroscopes, fibre optics, alignment techniques, residual current, and more.

### 5. Maintenance People and Structures

- The different organisational structures used for maintenance activities.
- Restructured maintenance, flexibility, multiskilling and team based structures.
- Maintenance Outsourcing/Contracting - for and against. Core skills and outsourcing.
- Introduction to what the best do: Leadership, recruitment, training, flexibility, motivation, teams, TPM, performance, rewards, contracting

## Seminar 2 Duration - 1 Day

# Maintenance Planning and Maintenance Management

**Presented by** Perth 10 May 2012  
**Len Bradshaw** Rockhampton 17 May 2012  
Sydney 23 May 2012

### 1. Computerised Maintenance Management Systems

- The different techniques involved with maintenance planning and use of a CMMS
- The move towards Asset Management Systems and beyond the basic CMMS.
- GIS, GPS, Internet, Web based systems.
- Who should be the planner. Responsibilities/duties of the planner.

### 2. Maintenance Planning - The Details

- Coding, inventory and asset registers. Asset technical databases. Rotables.
- Asset and task priority or criticality.
- Maintenance requests. Quick work request.
- A PM becoming a Corrective task.
- The small job.
- Backlog and frontlog files. Opportunity maintenance. Backlog file management.
- Planning PM routines and corrective work.
- Determining the weekly workload
- Maintenance planning coordination meeting.
- Work order issue, work in progress.
- Feedback & history.
- Performance measures for plant, maintenance, people and planning.

### 3. Maintenance Stores

- Store objectives and stock control.
- Impact of maintenance type on stock held.
- Who owns the stores? Who owns the parts?
- Maintenance of parts in the store.
- Vendor & user alliances. Consignment stock.
- Monitoring service levels from your store.
- Location of the stores.
- Internet spares, parts optimisation,

### 4. Maintenance and Asset Management

- Using downtime data to minimise the impact of downtime.
- Examples of how to collect, use, and understand maintenance data.
- Benchmarking, and KPI,s
- Maintenance - Using MTBF? Histograms, Pareto Analysis, Simulation.
- Introduction to Asset Management and Maintenance Excellence.
- Introduction to life cycle costing of assets.

### Who should attend these 1 day seminars?

Tradespersons, Technicians, Planners, Engineers, Supervisors & Managers, and others interested in maintenance of assets.

**Workshop**    Duration - 1 Day

# Applying Best Practices to Maintenance Planning & Control

Presented by Ricky Smith

Perth	11 May 2012
Rockhampton	18 May 2012
Sydney	21 May 2012

A very interactive workshop that draws from the topics given below. As a delegate to this workshop you will be able to access the great hands-on knowledge of one of the World's best - Ricky Smith.

## 1. What does World Class Maintenance Planning look like?

- Alcoa, Mt Holly – recognized worldwide as one of the best in the world.
- Lessons learned from this experience are identified and discussed.

## 2. Developing Effective Work Procedures

- Why work procedures are necessary and becoming more critical
- What the Work Procedure hierarchy is and why it is important
- The difference between ranking jobs for execution and jobs for work procedure development
- How to effectively map a work procedure
- How to write clear and meaningful Warnings, Cautions and Notes for work procedures
- How to identify and document constraints, impediments and resources for work procedures
- Basic rules for work procedures
- How to design and construct effective work procedures
- Basic metrics for work procedure development and usage

## 3. Proactive Work

- Proactive Work Flow Model Attributes
- The Roles of a Planner
- The Roles of a Maintenance Supervisor
- Planning Proactive Work Process
- Kitting Parts
- Managing the Backlog Overview
- Feedback on the Plan once it has been executed

## 4. Maintenance Scheduling

- Daily and Weekly Scheduling
- Wrench Time
- Measuring Wrench Time
- What to do about a low wrench time?
- Scheduling one week of work load for your crew

## 5. Maintenance Execution

- Maintenance Planning effect on Work Execution
- Maintenance Scheduling effect on Work Execution
- Lack of / use of Effective Work Procedures effect on Work Execution
- Feedback to the planner and schedulers
- Work Order Close Out
- Rework – how to eliminate it

## 6. Maintenance Program Metrics

- Metrics and Key Performance Indicators
- Department Level Measures
- Equipment or System Level Measures

### ***RICKY SMITH - Workshop***

***Ricky Smith is renowned in the world of reliability and maintenance. He has more than 30 years of experience working in hundreds of plants world wide in reliability, maintenance management and training.***

***Ricky has worked in maintenance at some of the World's great companies including Alumax Mt Holly (now Alcoa Mt holly).***

***Ricky spent one year in Kuwait and Iraq as a maintenance company commander for the US Army Reserve, where he provided maintenance to US and Coalition Forces.***

***Ricky has developed an insight applicable to every maintenance facet.***

***Ricky is also a well-respected author with his published books, "Lean Maintenance" and "Industrial Repair, Best Maintenance Repair Practices" with his latest book, "Rules of Thumb in Reliability Engineering".***

### **Who should attend this 1 day workshop?**

Tradespersons, Technicians, Planners, Schedulers, Engineers, Supervisors and Managers, plus Operations Personnel and others interested in maintenance of plant and assets.

## Len Bradshaw - Seminars 1 & 2

Len Bradshaw is a specialist in maintenance management and maintenance planning/control.

He has worked in Maintenance and Plant Engineering in Europe, Asia, Africa and Australasia. He has a Masters Degree in Maintenance Management from Manchester University.

Len is currently the Publisher/Editor of the AMMJ (Asset Management and Maintenance Journal) . He has conducted maintenance seminars for all levels of maintenance staff from trades personnel to executive management. Len has conducted over 320 courses for in excess of 9,000 maintenance personnel, both in Australia and overseas.

## 2012 VENUES

**Perth:** 9 - 11 May 2012

**Travelodge Perth**  
417 Hay Street, Perth WA  
www.travelodge.com.au

**Rockhampton:** 16 - 18 May 2012

**Travelodge Rockhampton**  
86 Victoria Parade, Rockhampton Qld  
www.travelodge.com.au

**Sydney:** 21 - 23 May 2012

**Swiss Grand Resort & Spa**  
Cnr Beach Rd & Campbell Parade  
Bondi Beach, Sydney NSW 2026  
www.swissgrand.com.au

Engineering Information Transfer P/L Ph 03 5975 0083

Email: mail@maintenancejournal.com

**Seminar and Workshop Fees** AUD \$750 per delegate (per day)

The course fees are inclusive of GST and also include Seminar/Workshop material as well as lunch and refreshments. Course fee does not include accommodation, which if required is the delegates own responsibility.

**Confirmation** A confirmation letter will be sent for each delegate.

**Times** The courses start at 8:30am and end at 4.00pm, each day. Arrival/Signing-in is from 8.15am on the first day the delegate attends.

**Cancellations:** Should you (after having registered) be unable to attend, a substitute delegate is always welcome. Alternatively, a full refund will be made for cancellations received in writing 14 days before the seminar starts . Cancellations 7 to 14 days prior to the seminar dates will be refunded 40% of the registration fee, in addition to receiving a set of seminar notes. There will be no refund for cancellations within 7 days of the seminar dates. **This registration form may be photocopied.**

### How do I Register

1. Mail the completed registration form together with your cheque made payable to: Engineering Information Transfer Pty Ltd, P.O. Box 703, Mornington, VIC 3931, Australia
2. Scan form & email to: mail@maintenancejournal.com
3. Email and Indicate courses/ dates/venue required/ personnel to attend and provide details of method of payment then email to: mail@maintenancejournal.com 4. Fax to: 03 59755735
5. Or post/email a formal company Purchase Order/Purchase Order number and we will invoice your organisation on that Purchase Order.

## REGISTRATION FORM

**Seminar One:** AUD \$750

**The Why What When & Who of Maintenance**

**Seminar Two:** AUD \$750

**Maintenance Planning & Maintenance Management**

**Workshop:** AUD \$750

**Applying Best Practices to Maintenance Planning**

### Course

Please Tick Course

### Venue

Please Tick Venue

**Perth**

**Rockhampton**

**Sydney**

Name of delegate

Position

Name of approving officer

Position

Company/Address

Phone

Email

### Method of payment

Fee payable \$ \_\_\_\_\_

**Cheque** - enclosed made payable to Engineering Information Transfer Pty Ltd

**Electronic funds transfer** - Please email to obtain EFT details from: mail@maintenancejournal.com

**Charge** to my credit card Mastercard  Visa Card  Other Cards are accepted but a 2% fee applies.

Expiry Date \_\_\_\_\_

Name on card

Signature