MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

Phone: +601116373203 | **Email:** info@mawaevents.net

REPORTING MAINTENANCE FACTORS, KPIS & COST CONTROL

"Drive Operational Efficiency Through Data-Driven Maintenance Management"

Schedule

Date	Venue	Fees (Face-to-Face)
22 – 24 Apr 2026	Dubai, UAE	USD 2,495 per delegate
25 – 27 Aug 2026	Doha, Qatar	USD 2,495 per delegate
22 – 24 Sep 2026	Muscat, Oman	USD 2,495 per delegate
03 – 05 Nov 2026	Manama, Bahrain	USD 2,495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Maintenance is no longer just a cost center—it is a strategic function that directly impacts asset reliability, safety, and business continuity. This course is designed to help maintenance professionals master reporting, performance measurement, and cost control techniques that support continuous improvement and financial efficiency.

Participants will learn how to identify and analyze key maintenance factors, design relevant KPIs, and implement reporting systems that drive accountability. Additionally, cost analysis and budget control methods will be covered to ensure effective resource allocation and optimization.

Objectives

By the end of this course, participants will be able to:

- Identify critical maintenance factors that affect asset performance and cost
- Develop and apply maintenance KPIs aligned with operational goals
- Use data to monitor maintenance effectiveness and drive decision-making
- Control maintenance costs through budgeting, tracking, and optimization
- Design performance dashboards and reports for internal communication

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Why Attend

- Gain the skills to transform maintenance data into actionable insights
- Learn best practices for setting and using maintenance KPIs
- Improve asset performance and reduce downtime through targeted reporting
- Control and reduce costs without compromising quality or safety
- Strengthen internal reporting and communication with operations and finance

Target Audience

This program is designed for:

- Maintenance and reliability engineers and planners
- Maintenance supervisors and managers
- Plant managers and asset performance professionals
- CMMS analysts, operations coordinators, and maintenance auditors

Individual Benefits

Key competencies that will be developed include:

- Performance measurement and KPI development
- Maintenance cost control and variance analysis
- Use of CMMS and maintenance dashboards
- Maintenance budgeting and reporting
- Root cause analysis and continuous improvement tracking

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Enhanced maintenance performance and cost efficiency
- Improved visibility into maintenance metrics and trends
- Reduced asset downtime and better planning of shutdowns
- Increased accountability and alignment between teams
- Streamlined maintenance reporting that supports strategic goals

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – Key concepts in maintenance reporting and control
- Case Studies – Real-world examples of maintenance optimization
- Workshops – KPI design, cost tracking simulations, and dashboard building
- Peer Exchange – Best practice sharing and performance benchmarking
- Tools – Templates for KPI dashboards, cost control reports, and audit checklists

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Course Outline

DETAILED 3-DAY COURSE OUTLINE

Training Hours: 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Maintenance Performance & Reporting Foundations

- Module 1: Maintenance Factors and Their Impact (07:30 – 09:30) • Overview of critical maintenance activities and functions • Understanding planned vs. reactive maintenance • Reliability-centered maintenance principles
- Module 2: Setting Meaningful KPIs (09:45 – 11:15) • Leading and lagging indicators in maintenance • Examples: MTTR, MTBF, schedule compliance, backlog ratio • Linking KPIs to maintenance goals and benchmarks
- Module 3: Reporting for Decision-Making (11:30 – 01:00) • Standard maintenance reporting formats and cycles • Creating reports for different audiences (ops, finance, executives) • CMMS integration and data visualization basics
- Module 4: Workshop – Maintenance Reporting Simulation (02:00 – 03:30) • Teams design sample KPI reports using given scenarios

Day 2: Maintenance Cost Management and Budgeting

- Module 1: Cost Breakdown and Classification (07:30 – 09:30) • Direct and indirect maintenance costs • Fixed vs. variable maintenance spending • Labor, spares, and external services
- Module 2: Maintenance Budgeting Techniques (09:45 – 11:15) • Budgeting models: zero-based, historical, and activity-based • Forecasting and budget setting • Cost allocation per asset or equipment group
- Module 3: Cost Tracking and Variance Analysis (11:30 – 01:00) • Monitoring cost performance vs. plan • Root cause of cost overruns • Optimization opportunities
- Module 4: Workshop – Cost Control Exercise (02:00 – 03:30) • Analyze a case-based budget and propose cost improvements

Day 3: Optimization, Dashboards & Continuous Improvement

- Module 1: Maintenance Dashboards and KPIs in Action (07:30 – 09:30) • Selecting visuals and metrics for performance dashboards • Dashboard tools and best practices • Real-time vs. periodic reporting
- Module 2: Data-Driven Maintenance Decisions (09:45 – 11:15) • Using trend analysis to guide planning and resource use • Identifying improvement areas using performance data • Correlation between KPIs and reliability
- Module 3: Audit and Review Mechanisms (11:30 – 01:00) • Internal audits of maintenance metrics • Compliance tracking and governance • Linking audit results to training and process updates
- Module 4: Final Presentations & Action Plans (02:00 – 03:30) • Team presentations of reporting frameworks • Feedback and individual improvement planning

Certification

Participants will receive a Certificate of Completion in Reporting Maintenance Factors, KPIs & Cost Control, validating their ability to measure, report, and optimize maintenance performance for improved asset reliability and cost efficiency.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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