**MAWA EVENTS**

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

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# CMMS ASSET REGISTER STRUCTURE & CREATION OF TAGS - MAINTENANCE PLANS - CLASSIFICATION - OBJECT ALLOCATION - CRITICALITY ASSIGNMENT -MEASURING POINTS - MATERIAL MASTER RECORDS - BILLS OF MATERIALS (BOMS) ETC...

*"Building a Reliable Foundation for Asset Data Integrity, Preventive Maintenance, and Plant Optimization in CMMS Systems"*

## Schedule

| Date | Venue | Fees (Face-to-Face) |
|---|---|---|
| 01 – 05 Nov 2026 | Manama – Bahrain | USD 3495 per delegate |

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

## Introduction

Computerized Maintenance Management Systems (CMMS) are only as effective as the structure and quality of their asset data. A well-structured asset register and associated master data elements—such as tags, classification, maintenance plans, and BOMs—are critical for supporting preventive maintenance, reliability strategies, and cost-effective operations.

This in-depth course provides participants with practical knowledge and structured methodologies for designing and managing CMMS asset registers. From asset tagging and hierarchy setup to criticality ranking, measuring points, and material master records, attendees will learn how to build and maintain a robust digital foundation that ensures maintenance effectiveness and data consistency.

## Objectives

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

- Design and structure CMMS asset registers aligned with ISO 14224 and best practices
- Assign asset tags, classifications, and object hierarchies
- Create maintenance plans, tasks, and link them to asset records
- Define criticality levels, measuring points, and notifications
- Develop material master records and link bills of materials (BOMs) to assets

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## Why Attend

- Ensure CMMS asset data is complete, accurate, and structured for maintenance success
- Enable preventive maintenance and reliability engineering through sound master data
- Support faster work order generation, spare parts management, and asset reporting
- Reduce system downtime and data gaps caused by poor CMMS design
- Learn hands-on from case studies and real-world CMMS setups

## Target Audience

This program is designed for:

- CMMS administrators and maintenance planners
- Asset integrity and reliability engineers
- Technical records and master data management personnel
- Maintenance and plant engineers
- Project teams implementing or restructuring CMMS/ERP asset data

## Individual Benefits

Key competencies that will be developed include:

- Asset hierarchy structuring and functional location tagging
- Maintenance task creation, allocation, and criticality evaluation
- Setup of measuring points, counters, and maintenance triggers
- Configuration of spare part records and BOM linkage
- Understanding ISO 14224 data standards for asset management

## Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved CMMS data accuracy and consistency
- Optimized preventive and predictive maintenance planning
- More efficient work order execution and inventory control
- Reduced unplanned downtime and system inefficiencies
- Better decision-making based on reliable asset information

## Instructional Methodology

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

- Strategy Briefings – CMMS frameworks, ISO 14224, and asset data governance
- Case Studies – Real examples of asset register design and maintenance failures
- Workshops – Build sample asset records, create maintenance plans, and define BOMs
- Peer Exchange – Discussion of implementation challenges and success factors
- Tools – Templates for asset tagging, criticality ranking, maintenance plans, and BOM structure

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## Course Outline

Detailed 5-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: Asset Register Fundamentals and Tagging Strategy**

- Module 1: Introduction to CMMS Master Data & ISO 14224 (07:30 – 09:30) • Overview of CMMS architecture and data importance
- Module 2: Asset Tagging and Hierarchy Structure (09:45 – 11:15) • Functional locations, systems, equipment, and assemblies
- Module 3: Workshop – Creating an Asset Hierarchy (11:30 – 01:00) • Design a structure for a sample plant
- Module 4: Peer Exchange – Asset Tagging Practices (02:00 – 03:30) • Group review of challenges in tag standardization

**Day 2: Maintenance Plans and Classification**

- Module 5: Maintenance Strategies and Task Planning (07:30 – 09:30) • Time-based, condition-based, and usage-based plans
- Module 6: Classification and Object Type Setup (09:45 – 11:15) • Coding structures and attributes for filtering and reports
- Module 7: Workshop – Creating and Linking Maintenance Plans (11:30 – 01:00) • Design tasks and assign to equipment records
- Module 8: Case Study – Preventive Maintenance Plan Design (02:00 – 03:30) • Real-world PM setup for a critical system

**Day 3: Object Allocation and Criticality Assessment**

- Module 9: Object Allocation and Relationships (07:30 – 09:30) • Linking systems, subsystems, and parent-child objects
- Module 10: Criticality Ranking and Risk Assessment (09:45 – 11:15) • Consequence of failure, frequency, and redundancy
- Module 11: Workshop – Criticality Assessment Matrix (11:30 – 01:00) • Evaluate and assign risk levels to key assets
- Module 12: Peer Exchange – Criticality Ranking in Practice (02:00 – 03:30) • Cross-industry experiences with ranking frameworks

**Day 4: Measuring Points, Notifications & Material Master Records**

- Module 13: Measuring Points and Instrument Integration (07:30 – 09:30) • Counters, indicators, and meter setups
- Module 14: Maintenance Notifications and Triggering (09:45 – 11:15) • Event-based and reading-based work orders
- Module 15: Workshop – Set Up Measuring Points and Notifications (11:30 – 01:00) • Create example points and link to PMs
- Module 16: Introduction to Material Master Records (02:00 – 03:30) • Material groups, descriptions, inventory links

**Day 5: BOMs and Final Integration**

- Module 17: Bills of Materials (BOMs) Structure and Usage (07:30 – 09:30) • Types of BOMs, spare parts linkage, and planning
- Module 18: Linking BOMs to Assets and Maintenance Tasks (09:45 – 11:15) • Usage in planning, work orders, and procurement
- Module 19: Final Project – Asset Master Data Design Plan (11:30 – 01:00) • Design and present a mock setup from tag to BOM
- Module 20: Wrap-Up, Feedback, and Certification (02:00 – 03:30) • Review of best practices and certification distribution

## Certification

Participants will receive a Certificate of Completion in CMMS Asset Register Structure & Master Data Management, validating their practical knowledge in designing, structuring, and maintaining asset and maintenance records in a CMMS environment.

## 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.

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