

CERTIFIED MAINTENANCE PLANNER (CMP)

“Mastering the Planning, Scheduling, and Optimization of Maintenance Activities for Operational Excellence”

Schedule

Date	Venue	Fees (Face-to-Face)
06 - 10 Dec 2026	Manama - Bahrain	USD 3495 per delegate

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

Introduction

Maintenance planning is a critical function that bridges strategy and execution in asset-intensive industries. The Certified Maintenance Planner (CMP) course equips professionals with the skills and tools to plan, schedule, and optimize maintenance activities, ensuring that equipment performance is maximized, downtime is minimized, and resources are used effectively.

This comprehensive training provides both theoretical knowledge and hands-on practices in developing work packages, planning preventive and corrective maintenance, estimating job durations, and integrating planning within CMMS platforms. Participants will gain a deep understanding of reliability-centered planning, job scoping, material coordination, and performance measurement.

Objectives

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

- Develop detailed maintenance plans and job packages for all types of maintenance work
- Establish and manage effective preventive maintenance schedules
- Coordinate labor, materials, and equipment for maintenance execution
- Measure and improve planning performance using KPIs and feedback loops
- Utilize CMMS tools to enhance maintenance planning and data accuracy

Why Attend

- Boost plant reliability by improving the quality of maintenance planning
- Reduce reactive maintenance and associated costs
- Learn industry best practices in planning, scheduling, and backlog management
- Align maintenance planning with asset management and reliability goals
- Earn a recognized certification that enhances your technical and career profile

Target Audience

This program is designed for:

- Maintenance planners and schedulers
- Maintenance supervisors and team leads
- Asset and reliability engineers
- CMMS administrators and support staff
- Anyone involved in planning or supporting maintenance activities

Individual Benefits

Key competencies that will be developed include:

- Job planning and work package development
- Preventive and corrective maintenance scheduling
- Resource estimation and coordination
- Use of CMMS for planning and historical data analysis
- Tracking and improving planner performance metrics

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Higher workforce efficiency and reduced job delays
- Improved asset uptime through well-structured maintenance tasks
- More accurate maintenance records and backlog control
- Lower maintenance costs and improved inventory coordination
- Better alignment between operations, maintenance, and supply chain

Instructional Methodology

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

- Strategy Briefings: Planning philosophies, maintenance workflows, and CMMS integration
- Case Studies: Maintenance planning successes and failures from industry settings
- Workshops: Job plan development, scheduling templates, and backlog prioritization
- Peer Exchange: Real-world planning challenges and resolutions
- Tools: Job plan templates, performance dashboards, and resource planning checklists

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: Maintenance Planning Foundations

- Module 1: The Role and Responsibilities of the Maintenance Planner (07:30 – 09:30) • Key tasks, interfaces, and value contribution
- Module 2: Maintenance Types and Planning Requirements (09:45 – 11:15) • Preventive, corrective, predictive, and emergency work
- Module 3: Workshop – Maintenance Planning Audit (11:30 – 01:00) • Evaluate planning maturity and gaps
- Module 4: Peer Exchange – Planning vs. Scheduling Responsibilities (02:00 – 03:30) • Clarify roles and best practices

Day 2: Work Order Planning and Job Package Development

- Module 5: Work Identification and Scoping (07:30 – 09:30) • Source of work requests and initial review
- Module 6: Creating Job Plans and Work Packages (09:45 – 11:15) • Steps, tools, materials, safety, and estimated time
- Module 7: Workshop – Develop a Job Plan (11:30 – 01:00) • Plan a PM or CM task from request to execution
- Module 8: Case Study – Work Order Quality Analysis (02:00 – 03:30) • Diagnose common job planning deficiencies

Day 3: Preventive Maintenance and Scheduling

- Module 9: Preventive Maintenance Planning (07:30 – 09:30) • Strategy development, intervals, and PM optimization
- Module 10: Scheduling Techniques and Tools (09:45 – 11:15) • Weekly schedules, Gantt charts, and CMMS support
- Module 11: Workshop – Create a Weekly Maintenance Schedule (11:30 – 01:00) • Balance labor availability, priorities, and tasks
- Module 12: Peer Exchange – Overcoming Scheduling Challenges (02:00 – 03:30) • Discussion on resource bottlenecks and planning drift

Day 4: Resource Coordination and CMMS Integration

- Module 13: Resource Estimation and Materials Planning (07:30 – 09:30) • Labor hours, tools, spares, and external services
- Module 14: CMMS and Maintenance Planning Integration (09:45 – 11:15) • Master data, asset hierarchy, BOMs, and KPIs
- Module 15: Workshop – Using CMMS for Job Tracking (11:30 – 01:00) • Simulate planning within a CMMS environment
- Module 16: Case Study – CMMS Implementation Pitfalls (02:00 – 03:30) • Lessons from poor planning setups

Day 5: Performance Improvement and Planning Excellence

- Module 17: Measuring Planning Effectiveness (07:30 – 09:30) • Schedule compliance, wrench time, backlog ratio
- Module 18: Continuous Improvement and Planner KPI Dashboard (09:45 – 11:15) • How to track, report, and improve planner performance
- Module 19: Final Project – Planning and Scheduling Scenario (11:30 – 01:00) • Plan a full maintenance job cycle including KPIs
- Module 20: Wrap-Up, Feedback, and Certification (02:00 – 03:30) • Course summary and certificate distribution

Certification

Participants will receive a Certified Maintenance Planner (CMP) certificate, validating their skills in maintenance planning, scheduling, and job coordination in alignment with global reliability and asset management standards.

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