

WORLD CLASS MAINTENANCE, EFFECTIVE PLANNING, SCHEDULING & WORK CONTROL

"Maximizing Asset Performance Through Proactive Maintenance Planning and Execution"

Schedule

Date	Venue	Fees (Face-to-Face)
25 - 29 May 2026	London, UK	USD 3495 per delegate

Introduction

In an increasingly competitive environment, maintenance teams must move beyond reactive repairs to deliver reliability, cost control, and asset longevity. World-class maintenance organizations rely on robust planning, scheduling, and work control systems to drive efficiency, prevent breakdowns, and align maintenance with operational goals.

This comprehensive course equips maintenance professionals with the skills to design and implement effective planning and scheduling systems. Participants will learn best practices in work order management, backlog reduction, performance monitoring, and preventive maintenance optimization. Real-world case studies and hands-on workshops ensure practical application of globally recognized maintenance strategies.

Objectives

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

- Understand the components of a world-class maintenance program
- Design and implement effective planning and scheduling workflows
- Manage work orders, backlog, and job prioritization efficiently
- Improve equipment availability through preventive and predictive maintenance
- Measure maintenance performance using KPIs and leading practices
- Enhance communication between operations, planning, and maintenance teams

Why Attend

- Shift from reactive to proactive maintenance strategies
- Learn how to reduce downtime, extend asset life, and control costs
- Apply global benchmarks in maintenance planning and execution
- Develop job plans, schedules, and work packages tailored to your plant
- Gain tools to monitor and continuously improve maintenance performance

Target Audience

This program is designed for:

- Maintenance and Reliability Engineers
- Planning and Scheduling Coordinators
- Asset and Facility Managers
- Operations and Production Supervisors
- Anyone responsible for plant equipment maintenance or work control

Individual Benefits

Key competencies that will be developed include:

- Work order planning and job scoping
- Maintenance workflow optimization and resource planning
- Preventive and predictive maintenance scheduling
- Backlog management and prioritization techniques
- Using KPIs to drive continuous maintenance improvement

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Reduced equipment downtime and unplanned failures
- Improved labor productivity and spare parts utilization
- Stronger alignment of maintenance with production goals
- Better forecasting of maintenance resource needs
- Structured improvement in asset reliability and cost control

Instructional Methodology

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

- Strategy Briefings - Maintenance models, planning hierarchies, KPIs
- Case Studies - Industry applications of scheduling and backlog control
- Workshops - Build job plans, backlog strategies, weekly schedules
- Peer Exchange - Share reliability challenges and planning tips
- Tools - CMMS templates, work order forms, Gantt scheduling models

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: Foundations of World Class Maintenance

- Module 1: Maintenance Strategies and Maturity Models (07:30 - 09:30) • Reactive vs preventive vs predictive vs reliability-centered
- Module 2: Planning and Scheduling - Key Concepts (09:45 - 11:15) • Work control process flow, roles and responsibilities
- Module 3: Maintenance Organization and Stakeholder Engagement (11:30 - 01:00) • Planner's role, integration with operations, shift handovers
- Module 4: Workshop - Design a Maintenance Workflow (02:00 - 03:30) • Map maintenance process from request to closeout

Day 2: Work Order Management and Job Planning

- Module 5: Work Identification and Prioritization (07:30 - 09:30) • Request intake, failure codes, work classification
- Module 6: Job Planning - Scope, Tools, Resources (09:45 - 11:15) • Standard job plans, materials, safety permits
- Module 7: Estimating, Task Sequencing, and Documentation (11:30 - 01:00) • Craft hours, technical drawings, method statements
- Module 8: Workshop - Develop a Job Plan for a Critical Asset (02:00 - 03:30) • Participants create full job scope and resource plan

Day 3: Scheduling and Execution

- Module 9: Short-Term and Long-Term Scheduling (07:30 - 09:30) • Daily vs weekly vs shutdown schedules
- Module 10: Coordination with Operations and Logistics (09:45 - 11:15) • Lock-out/tag-out, work windows, spare part staging
- Module 11: Schedule Compliance and Emergency Work Handling (11:30 - 01:00) • Break-in work, replanning, replanning metrics
- Module 12: Workshop - Build a Weekly Maintenance Schedule (02:00 - 03:30) • Balance labor, availability, and criticality

Day 4: Reliability and Continuous Improvement

- Module 13: Preventive and Predictive Maintenance Optimization (07:30 - 09:30) • PM strategy review, RCM, condition monitoring
- Module 14: Maintenance KPIs and Performance Dashboards (09:45 - 11:15) • Wrench time, schedule compliance, MTBF, backlog
- Module 15: Root Cause Analysis and Feedback Loops (11:30 - 01:00) • Failure reporting, RCA, continuous planning refinement
- Module 16: Workshop - Maintenance Metrics Analysis (02:00 - 03:30) • Review and improve performance data sets

Day 5: Tools, Technology, and Integration

- Module 17: Using CMMS and Digital Maintenance Tools (07:30 - 09:30) • Work order tracking, job history, notifications
- Module 18: Spare Parts and Materials Planning (09:45 - 11:15) • Lead times, kitting, warehouse coordination
- Module 19: Managing Shutdowns and Turnarounds (11:30 - 01:00) • Planning timelines, contractor control, punch lists
- Module 20: Final Workshop - Build a Plant Maintenance Master Plan (02:00 - 03:30) • Team-based project planning and presentation

Certification

Participants will receive a Certificate of Completion in World Class Maintenance, Effective Planning, Scheduling & Work Control, validating their ability to implement, monitor, and improve maintenance strategies that enhance reliability, efficiency, and plant performance.

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