



**GLOBAL
INDUSTRIES
INTELLIGENCE**

WORLD CLASS MAINTENANCE, EFFECTIVE PLANNING, SCHEDULING & COST OPTIMIZATION COURSE OUTLINE

18 - 22 SEPTEMBER, 2023
AT NOVETEL HOTEL LONDON, UK

ONLINE ON ZOOM





Introduction

The world is changing in such a fast pace that organizations are struggling to keep up with the latest best practices to adopt. Maintenance, Planning, Scheduling and Cost Optimization is at the core of this change due to its dynamic and interdisciplinary nature. Organizational Maintenance management facilities and maintenance practitioners need to equip themselves with up-to-date knowledge, their organizations will be left behind as time passes. This will have dire effect on the organization's productivity, operational costs, energy management among other aspects.

This World Class Maintenance, Planning, Scheduling and Cost Optimization training programme will provide the right tools to manage your facilities as per the latest theories, research, and modern knowledge base Best Practices within Operational Excellence.

In this course you will learn:

- ▶ The principles of effective Maintenance Management
- ▶ Pre-requisites to successful Maintenance, Scheduling and Planning Process
- ▶ Managing the stages of the Planning and Scheduling process
- ▶ Applying Risk Management Assignment
- ▶ Change Management processes
- ▶ Applying Health, Safety and Environment (HSE)
- ▶ Developing and Control of the Scheduled plan
- ▶ Work Preparation
- ▶ Resource Application
- ▶ Budgetary cost control
- ▶ Cost Optimization through effective measurement, reporting and analysis

Who Should Attend

Professionals who have at least, 2-20+ years' experience in the field of Maintenance: -

- ▶ Maintenance and Operations professionals
- ▶ Maintenance Engineers and Supervisors
- ▶ Maintenance Planners (Work Pre-Preparers) and Schedulers
- ▶ Operations Supervisors
- ▶ CMMS personnel and key users
- ▶ Maintenance and Material management personnel
- ▶ Stakeholders in the Maintenance support team
- ▶ Integrated Activity Planners (Shutdown)

Course Objectives

- Enhancing your company's Maintenance and Operations departments, Planning, Scheduling and Cost Optimization capabilities to assure a team approach
- Comprehensive understanding of techniques plus Best in Class practices
- Create awareness of planning methods and an integrated organizational approach in the successful Maintenance Scheduling
- Develop a clearer understanding of their own and every other team member's role and responsibility
- Reduce costs through a planned and controlled process
- Improve communication and use of technical history
- Understanding of Operational Excellence practices

Organizational Impact

- Improved motivation of employees providing more confidence within Planning and Scheduling
- Improved Planning and Scheduling work quality and eliminate where possible rework
- Reduce Planning and Scheduling durations due to elimination of unnecessary work and controlled scheduling
- Reduced costs due to smoothing of resource demand and improved resource utilization
- Fewer logistical delays due to improved Planning and Scheduling, co-ordination, and communication



COURSE OUTLINE OVERVIEW

DAY 1

Maintenance Management Overview

- What is Maintenance Management
- Types of Maintenance
- Maintenance methods
- What does a World Class Asset Management look like?
- CMMS (Computerized Maintenance Management System)
- Maintenance Strategies "Centralization Vs Decentralization"
- Global Processes and Minimum Standards.
- Applying/Assessing Criticality assignment to Equipment (Tags)
- Assignment of Performance Standards.
- Integrated Planning with Procedures.

DAY 2

Risk Management, Failure Analysis and Cost Optimization methods

- Objectives of Risk Management
- Applying Mitigation methodology
- Applying Prioritization using Risk Management - Mitigation techniques
- What is RCM (Reliability-Centered-Maintenance)
- FMECA (Failure Modes, Effects and Criticality Analysis)
- FMEA (Failure modes and effects analysis)

DAY 3

World Class Work Preparation and Scheduling

- Best in class Maintenance work request
- Quality Work Preparation improves the Scheduling process
- Roles and Responsibilities within Planning and Work Preparation.
- What is Scheduling
- Capacity resource leveling and smoothing
- The importance of Communication/Diagnostics
- Best in class Work Order "what's needed"
- 5 Key steps within Scheduling

DAY 4

World Class Work Preparation and Scheduling Continued

- Review of forecasted Capacity utilization
- Applying Materials and Services
- The importance of Cost reviews
- Developing the weekly schedule
- Reviewing 14 Day & 30/90-day Schedule
- Shutdown activities within normal day to day Scheduling
- Closing out Work Orders, what's needed and why?
- Importance of Technical history retention

DAY 5

Work Control, Cost Optimisation and Change Management Process

- Performance indicators
- Closing gaps identified by KPI's
- Sharing and implementing best practices
- Backlog management
- Introduction to Continuous Improvement
- Change Management Process.



Financial Feedback Reporting and Budget Control.

Summary, General Discussion and Closing Remarks

Course Methodology

Practical Learner Friendly Training

- Presentations
- Games
- Case Studies Audio – Video
- Interactive Exercises
- Learning by Doing
- If I listen, I forget, If I see, I remember
- If I do, I understand
- If I teach, I learn
- Control of the Maintenance Process.
- Optimizing PM Kit Usage with PdM.
- PM and PdM Reports for Management.
- Financial Feedback Reporting and Budget Control.

Training Methodology:

The course is interactive and is comprised of lectures, case studies, technical process learning and supplemental discussions related to various industries and the challenges of implementation.

Testimonials

Richard Grogan

UK IT/SAP Team Manager at Amoria Bond

Since working with John at ConocoPhillips we have had nothing but good feedback on his performance. He has made an impact from his first day on site both in terms of process improvement and in terms of building relationships within the business.

He is punctual, professional and has been an absolute pleasure to work with. I would highly recommend John as a true expert within the SAP arena.

Scott Fraser

Vice President OIM Energy Group

John provides an excellent service, in his chosen field. John is professional & a pleasure to work with

David Furnival

Head of Maintenance Strategy and Support

John was a key member of the team I managed to implement major improvements into the Work Preparation, Scheduling and Execution process in Shell Europe. John played an important role in coaching maintenance staff how to use SAP to optimise their process so that their benefits were transparent (and encouraging). John was skilled at using tough love to manage resistance and encouragement to manage strugglers. He was a hard worker, dedicated to the project to which he added a great deal

Jon Briggs

Maintenance Superintendent

John is a highly motivated and competent SAP Professional. Whilst working as a Reliability Engineer in the same in the same Maintenance group John always found the time to give the reliability team the benefit of his knowledge and skill

Leo van Grol

Operational Integrity Manager for Upstream Europe at Shell U.K. Ltd

John has great knowledge of maintenance processes and SAP. The combination makes him an invaluable resource when aiming to make improvements in the maintenance area

Richard Rockwood

Management Consultant - Physical Asset Management - CAPEX OPEX Lifecycle - Reliability - CMRP - API 580

I'd like to recommend John Hay and the excellent work he provided to Shell Exploration and Production. For several years I had the pleasure of working with John in numerous locations around the globe implementing SAP for Shell Exploration and Production. In every business environment from the Middle East, Europe, to Asia, John delivered excellence and quickly earned a well-deserved reputation as the "go to" subject-matter-expert" for the Shell global SAP implementation. John quickly established himself with SAP, maintenance, and reliability skills that far surpassed Shell internal SAP experts. In part, this was a direct result of John's vast experience in the workplace application of SAP beyond the classroom. John's mastery of SAP Maintenance Management, Material Management, and associated Inventory and Purchasing modules was second to none. John later was appointed the Project Manager for the Shell SAP implementation in Brunei and led a team of over 15 SAP Shell internal and independent consultants.

John's vision and application of SAP as a workplace tool designed to deliver process efficiency and business results set the standard that Shell modelled on a global initiative. I cannot recall a single situation where John didn't provide added value, offered solutions to complex problems, and/or provided leading edge business solutions. John's ability and experience to apply SAP as a business solution tool in "real world" situations is unmatched and frankly speaking, without a doubt, the best I have personally and professionally witnessed. John's SAP ability is "world class" and his knowledge, skills, and abilities with SAP deliver excellence and business results. I value my time spent working with John and I know the global clients he has worked with value his expertise and invaluable contribution.



Larry Olson, CMRP

President / CEO at Nexus Global Business Solutions, Inc.

During my time as John's manager, I found John to be very cooperative and articulate about his assignments. John was asked to take on assignments in various locations geographically and not once was there ever a question about would he take the assignment. With John it was always about when and where. His normal reply was I want to do whatever it takes to make the company successful. John brought a good knowledge of the overall working of SAP and was able to identify opportunities for improvement. During my time as John's manager, he displayed exceptionally good sound judgment and personal character.

I recommend considering John when you're in the need of a knowledgeable SAP person to join your think tank or to provide implementation and training support.

Qazi Akhtar

EAM Solution Advisor ITT-SAP at Schlumberger

John is an extremely competent SAP PM consultant. He is not only well versed on the ERP side but also has a vast maintenance management experience on the business side. John qualifies as a true functional consultant. He is incredibly detailed in his approach and definitely his maintenance operations knowledgebase compliments his SAP functional skills very well. A thorough professional and definitely a team player. I genuinely enjoyed working with John and it would be a pleasure to work with him again.

Course duration: 5 Days



Trainer Profile

John Hay Maintenance and Reliability EAM CMMS (SAP, MAXIMO INFOR) Greater Aberdeen Area Summary 30 years Maintenance experience including 25 years direct SAP experience in S/4HANA, EAM SAP Blueprint, Plant Maintenance/ Materials Management, Project system, Cost Schedule, Risk review and Application, Cross Application Time-Writing, Human Resources, Work Clearance



Management, Work Manager Mobile Solutions, Work Manager, Winshuttle Studio 12.1 application, use of LTMC (Legacy Transfer Migration Cockpit), Master data and customization of KPI's in alignment with companies Operational Excellence process and Business Warehouse. Enterprise Asset Management, Maintenance Planning and Scheduling, Materials Management, Asset Management Risk Assessment and Deployment. Experienced within the development and enhancement of the CMMS systems, Project Management and Team Leading. Delivered Asset Maintenance Management training. Consultancy review and development of maintenance strategies, critical spares reviews, creation of 7 X SAP Plant maintenance builds plus data cleansing/optimisation through reliability, availability, and maintainability plus maintenance scheduling and planning. Training / Consultancy within FMEA/FMECA, RCM, FRACAS, RCA, RCFA and Equipment Criticality assessment and assignment in accordance with ISO14224 throughout UAE, Asia, Europe, and United Kingdom. Accredited Operational Excellence Auditor at Shell. Carried out five x Audits worldwide. Managed 5 x Implementations of SAP Maintenance Data. OMS review and Standard Operating Procedures including maintenance work instructions to be included within Planned Maintenance Management Systems and Work Management Work



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FOR REGISTRATION PLEASE COMPLETE THIS FORM AND EMAIL BACK TO
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REGISTRATION DETAILS

NAME

JOB TITLE

MOBILE NUMBER

EMAIL

NAME

JOB TITLE

MOBILE NUMBER

EMAIL

NAME

JOB TITLE

MOBILE NUMBER

EMAIL

ORGANISATION

ADDRESS

TOWN STATE

COUNTRY POSTAL CODE

PHONE FAX

NATURE OF BUSINESS

REGISTRATION FEE:

Book and Pay till 25 August, 2023 @ GBP 3995/delegate + Tax

Book and Pay after 25 August, 2023 @ GBP 4595/delegate + Tax

AUTHORIZATION:

Signature _____ Date _____

Name _____ Position _____

THIS BOOKING IS INVALID WITHOUT A SIGNATURE.

AUTHORIZATION SIGNATORY MUST BE AUTHORIZED TO SIGN ON BEHALF OF CONTRACTING ORGANISATION