GII GLOBAL INDUSTRIES INTELLIGENCE

COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS)

26th -30th JAN 2025

Address Beach Resort,
Dubai, UAE

5 DAYS COURSE OUTLINE

Computerized Maintenance Management System (CMMS) training program. This structure is ideal for professionals in maintenance, facilities, and asset management looking to implement or optimize their CMMS usage.

DAY 1: INTRODUCTION TO CMMS AND MAINTENANCE MANAGEMENT FUNDAMENTALS

Objective: Understand the foundations of maintenance management and the role of CMMS.

- **Session 1: Introduction to Maintenance Management**
  - Types of maintenance (preventive, predictive, corrective)
  - Maintenance KPIs and goals
- **Session 2: Overview of CMMS**
  - What is a CMMS?
  - History and evolution
  - Benefits and limitations
- **Session 3: Key Features of CMMS**
  - Asset management
  - Work order management
  - Preventive maintenance scheduling
  - Spare parts and inventory
- **Session 4: CMMS in Organizational Context**
  - Aligning CMMS with business goals
  - Stakeholders and user roles

DAY 2: CMMS ARCHITECTURE, SETUP, AND DATA MANAGEMENT

Objective: Learn how to set up a CMMS system and manage core data effectively.

- **Session 1: CMMS Architecture and Platforms**
  - Cloud vs. on-premise
  - Integration with ERP and IoT systems

- **Session 2: System Configuration**
  - User roles and permissions
  - Interface customization
- **Session 3: Data Preparation and Migration**
  - Data cleansing
  - Importing assets, locations, and hierarchies
- **Session 4: Establishing Master Data**
  - Asset registers
  - Maintenance tasks and frequencies
  - Spare parts catalog

DAY 3: WORK ORDERS AND PREVENTIVE MAINTENANCE

Objective: Gain practical knowledge in managing work orders and PM schedules.

- **Session 1: Work Order Lifecycle**
  - Creation, approval, assignment, and closure
  - Priority levels and response time
- **Session 2: Preventive Maintenance Scheduling**
  - Calendar-based vs. usage-based PM
  - Generating and managing PM tasks
- **Session 3: Managing Maintenance Tasks**
  - Task instructions and safety protocols
  - Labor and parts tracking
- **Session 4: Mobile CMMS Use**
  - Field access via mobile apps
  - Real-time updates and technician feedback

DAY 4: INVENTORY, PURCHASING, AND REPORTING

Objective: Learn inventory control, procurement, and performance reporting in CMMS.

- **Session 1: Spare Parts Inventory Management**
  - Stock levels, reordering, and storage locations
  - Linking parts to work orders
- **Session 2: Purchasing and Vendor Management**
  - Purchase requisitions and POs
  - Supplier performance tracking
- **Session 3: Reporting and Dashboards**
  - Maintenance metrics (MTTR, MTBF, etc.)
  - Work order reports, PM compliance, cost tracking
- **Session 4: Analytics and Decision Support**
  - Using CMMS data for decision-making
  - Integration with BI tools

DAY 5: IMPLEMENTATION, TRAINING, AND BEST PRACTICES

Objective: Prepare for CMMS implementation or optimization and ensure successful adoption.

- **Session 1: CMMS Implementation Steps**
  - Planning, budgeting, and stakeholder buy-in
  - Risk management and change control
- **Session 2: Training and Change Management**
  - Developing user training programs
  - Promoting user adoption
- **Session 3: Continuous Improvement**
  - CMMS audits and reviews
  - Feedback loops and updates
- **Session 4: Hands-on Workshop / Case Study**
  - Real-life implementation example
  - Group discussion or mini-project

ADDITIONAL NOTES:

- Delivery Mode: Classroom, remote, or hybrid
- Tools Required: Demo CMMS software or sandbox environment
- Target Audience: Maintenance managers, planners, technicians, IT support staff

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

NAME ....

JOB TITLE ....

MOBILE NUMBER ....

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NAME ....

JOB TITLE ....

MOBILE NUMBER ....

EMAIL ....

ORGANISATION ....

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TOWN ....

COUNTRY ....

PHONE ....

STATE ....

POSTAL CODE ....

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NATURE OF BUSINESS ....

REGISTRATION FEE:

Book and Pay till 24 December, 2025 @GBP 3995/person
Book and Pay after 24 December, 2025 @GBP 4595/person

AUTHORIZATION:

Signature _____   Date _____

Name _____   Position _____

THIS BOOKING IS INVALID WITHOUT A SIGNATURE.

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