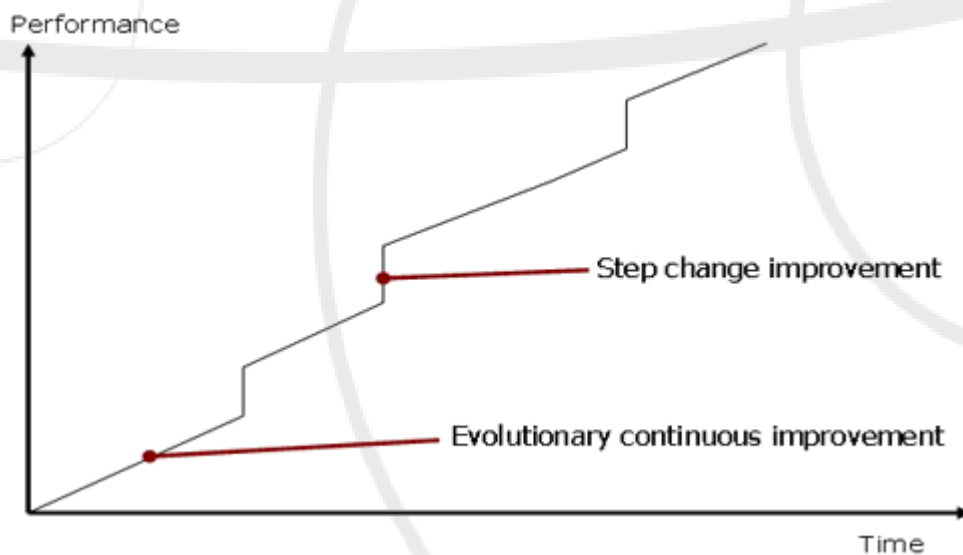


MAINTENANCE AUDITING, BENCHMARKING & PERFORMANCE IMPROVEMENT

October 13 - 17, 2019
Dubai, UAE



Early Bird Discount & Registration

Register and pay 25 days prior to the event date and get 15% discount.
Registrations will close 15 days prior to the start of the Course.

Course Overview:

This program looks at Maintenance Auditing and Benchmarking as two key tools that can be used as the basis for driving the improvement process in maintenance, by identifying best practices, gaps with current practices and assist with the formulation of strategies to bridge such gaps. In addition, we address how Auditing and Benchmarking can become an integral part of a maintenance management strategy by integrating such activities into Maintenance performance measures, key performance indicators and objective setting.

Maintenance Auditing and Benchmarking is a hands-on, stimulating learning experience. The program will be highly interactive, with opportunities to advance your opinions and ideas. Participation is encouraged in a supportive environment. To ensure the concepts introduced during the program are understood, they will be reinforced through a mix of learning methods, including lecture style presentation, open discussion, case studies and group work.

This course covers all the essential skills necessary to understand how an effective and efficient maintenance function is implemented, supported and improved. This includes the use and application of a standardized maintenance management audit methodology consistent with the recognized maintenance excellence framework to assess the current state of maintenance and identify opportunities for improvement. Similarly, participants will learn how plan, conduct and interpret the results of a benchmarking study which has been adapted to the need of maintenance.

Course Objectives:

After completing this course, participants will be able to:

- ◆ Learn to use Auditing and Benchmarking in order to improve Maintenance Management, Asset Performance and Reducing and Saving Costs.
- ◆ Understand the potential problems associated with auditing and Benchmarking and how to avoid them
- ◆ Analyze the Risks associated with transferring best practices from one situation to another and apply the Correct to tools to manage these risks in order to achieve a Successful Outcome
- ◆ Enhance your Experience and Skills with Fundamental Reliability and Maintenance Principles.
- ◆ Discover Leading Asset Management Practices, Methodologies and Technologies.
- ◆ Benchmark your Organizational Practices internally and Comparatively against others Companies.
- ◆ Better understand the Auditing Process and Applications of audit tools through practical reviews of case studies and actual audit results.
- ◆ Learn how to set up an auditing and managing programs.

Who Should Attend?

The course is designed Plant Manager, Maintenance Managers & Engineers, Quality and Reliability Engineers, Business Improvement Leaders, Lead Auditors and Audit Team Members.

Course Language:

The Presentation, supplied documents, and workshop exercises of the course are in **English** however, based on the trainees' desires, oral presentation or discussion can be **Bilingual** (English and Arabic).



Course Contents:

Module (01) Introduction and Foundation Concepts

- 1.1 Maintenance Management Environment
- 1.2 Various Approaches to Maintenance Improvement
- 1.3 Introduction to Auditing and Benchmarking
- 1.4 Auditing and Benchmarking to drive Improvement
- 1.5 Sustainable Approaches to Improvement
- 1.6 Understanding 7 QC Tools
- 1.7 Content and Compliance Supporting Performance

Module (02) Understating Data & Basic Statistics

- 2.1 Preparing Data for Analysis
- 2.2 Get New Perspectives on Data
- 2.3 Easy & Fast Charting
- 2.4 Tabling Techniques for Better Presentation
- 2.5 Good Data Vs Appropriate Data
- 2.6 Types of Data, Variations & Dispersion
- 2.7 Descriptive Statistics

Module (03) Maintenance Auditing

- 3.1 The Maintenance Auditing Process
- 3.2 Maintenance Auditing Methodology
- 3.3 Conducting a Maintenance Audit
- 3.4 Interpreting Audit Results
- 3.5 Using Auditing to Drive Improvement

Module (04) Conducting Audits

- 4.1 Auditing Elements of Asset & Maintenance
- 4.2 Preparing for an Audit
- 4.3 Conducting and Audit Activities
- 4.4 Audit Reporting and Follow up
- 4.5 managing an Audit Schedule
- 4.6 Justifying Improvement Initiatives

Module (05) Maintenance Benchmarking

- 5.1 Benchmarking Options
- 5.2 Pitfalls & How to avoid them
- 5.3 The maintenance Benchmarking Process
- 5.5 Maintenance benchmarking Methodology
- 5.6 Conducting a Maintenance Benchmarking Study
- 5.7 Best Practice Benchmarking and Benchmarks

Module (06) Improving of Maintenance Process

- 6.1 Integrating Auditing and Benchmarking
- 6.2 Establish Management Systems
- 6.3 Developing Key Performance Measures
- 6.5 Target Setting Methods and their Limitations
- 6.6 Benchmarking Key Suppliers
- 6.5 Measuring Asset and Maintenance Management
- 6.6 Formalizing Practices as Part of Operational Routine

Module (07) Asset and Maintenance Management

- 7.1 Asset management Strategy and Plans
- 7.2 Maintenance Strategies and Tactics
- 7.3 Work Management
- 7.4 System and Information
- 7.5 Spares and Materials
- 7.6 Organization and People

Module (08) Maintenance Performance Process

- 8.1 Prerequisites
- 8.2 Performance Planning
- 8.3 Performance Execution
- 8.4 Performance Review
- 8.5 Performance Renewal
- 8.6 Justifying Improvement Initiatives

Module (09) Sustainable Maintenance Performance

- 9.1 Introduction to Modern Practices
- 9.2 The SQC Performance Model
- 9.3 Reverse Risk Analysis
- 9.4 Maintenance/Operation Objectives
- 9.5 The Maintenance Cost Ratio
- 9.6 Complexity, Risk and Variability Models

Module (10) Maintenance Performance Improvement

- 10.1 Cross Referencing Operational
- 10.2 Data/Knowledge Base
- 10.3 Accuracy and Availability of Data /Cost Relationship
- 10.4 The Four Critical Stages of Data Maturity
- 10.5 Logical Critical Thinking vs. Lateral Divergent Thinking

Course Summary & Conclusion

Registration Form:

Please fill the information below:

| | | | |
|---|--|----------------------|--|
| Nominee Name: | | | |
| Company Name: | | | |
| Position Title: | | Department: | |
| Phone: | | Mobile: | |
| Email: | | | |
| Company Address: | | | |
| Do you want to request this to be conducted as an In-House Course? <input type="checkbox"/> NO <input type="checkbox"/> YES <i>Please fill the required additional information below</i> | | | |
| Date Required: | | No. of Participants: | |
| Preferred Venue: | | Other Requirements: | |

Course Fees:

The amount of **3500 USD** will be charged for the course fee and Full Payment is required prior to commencement of the course.

Payment Methods:

A confirmation will be sent upon your registration. Note that full payment must be made prior to the event. Only those delegates who have paid in full will be admitted to the event. All payments should be to APEX Account:

Bank Name : Emirates NBD

Branch : Jebel Ali Branch, Dubai, UAE

IBAN No : AE260260001024622899402

Swift Code : EBILAEADJAZ

Cancellation:

If you are unable to attend the course you may send a substitute delegate.

Cancellation should be made 15 days prior to the course conduction. Failure to cancel within 10 days will be to pay the course fee in full amount.

Registration Methods:

Email : info@apex-dubai.com

Fax : +971 4 454 2910

Website : www.apex-dubai.com

General Information:

- ◆ Closing of Registration will be two (2) weeks prior to the course date.
- ◆ APEX can assist and provide corporate rates for the hotel accommodation.
- ◆ Course fees will cover Course Materials, Certificate of Participation, Coffee Breaks and Lunch.
- ◆ In-House course is also available upon request and can be customized as per client's needs.

Contact us:

Tel : +971 4 445 8567

Fax : +971 4 454 2910

Email : info@apex-dubai.com

Website : www.apex-dubai.com