



أكاديمية الزمالة
العربية البريطانية



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Arab British Academy Fellowship
A.B.A.F





Quality systems in maintenance

Objectives

- Clarify and inform participants of the importance of planning for maintenance.
- Explain and introduce participants to the concepts of planning, scheduling, implementation and follow-up.
- Identify the application of modern administrative systems in maintenance.
- Provide the necessary skills to manage maintenance and performance development.
- Training and discussion through workshops in the following topics:
- Types of maintenance and how to plan
- Define the requirements for carrying out maintenance operations.
- The role of maintenance personnel in supporting and training operators
- How to improve the performance of maintenance works

Who Should Attend?

- Health and Safety Managers
- Field supervisors
- Engineers and specialists in safety
- Webmasters and anyone who requires a better knowledge of the rules and regulations of safety requirements in the workplace.

Seminar Outline

DAY 1

- Maintenance concepts and definition of planning processes
- Define maintenance and planning concepts
- The role of maintenance and maintenance management in the operations and performance of the institution
- Stages of developing maintenance activities and operations
- Maintenance strategies and different types of maintenance



DAY 2

- Planning and scheduling maintenance works
- The basic concept of planning maintenance works
- Timetable for maintenance works planned
- Review and improve planned maintenance activities
- Prediction maintenance and how to apply it in maintenance projects
- Practical cases

DAY 3

- Execution and follow-up maintenance work
- Methods of implementation of maintenance works
- Follow-up and evaluation of maintenance work
- Control of orders and maintenance orders
- Stock of spare parts and maintenance materials
- Control over the circulation of the maintenance operations
- Practical cases

DAY 4

- Execution and follow-up maintenance work
- Methods of implementation of modern maintenance works to measure the performance of maintenance operations
- A foundation and program to evaluate the performance of the maintenance department and maintenance management
- Evaluating the performance of maintenance operations and performance standards
- Measuring the rates of development of maintenance performance
- How to Review and Evaluate Performance of Maintenance Works.
- Practical cases
- Follow-up and evaluation of maintenance work

DAY 5

- Maintenance and its impact on safety, health and the environment
- The relationship of maintenance to safety and occupational health
- Conservation and its impact on the preservation of the environment
- Training workers to use safety tools during work
- Arrange, clean and arrange the working environment of maintenance
- Practical cases



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