

# Maintenance Management (MMG)

The seminar features the theory and practice of maintenance management. It walks the participant through the various management philosophies and approaches to maintenance. The participant will learn how to plan and organize the maintenance activities, lead the maintenance craftsmen and technicians, manage spare parts and consumables, prepare/justify budgets, handle emergency situations and improve the maintenance management system. It will provide theoretical inputs and explain how a computerized maintenance management program works and how the company can take full advantage of it. The workshop leader will also discuss how to manage relationships with production and other units in the company. And finally, provide tips on how to integrate the continuous improvement (*Kaizen*) process in maintenance.

**Objective:** By the end of the seminar the participants would have learned the managerial techniques necessary to carry out a successful and efficient maintenance management that improves machine availability and equipment effectiveness and eventually reduces maintenance costs.

## Agenda:

- Objectives of Maintenance
- Maintenance Philosophies
- Preventive Maintenance
- Reliability Maintenance
- Maintenance Management System
- Job Prioritization
- Maintenance Projects
- Maintenance Budgeting
- Improving Relations with Production
- Continuous Improvement in Maintenance
- Maintenance Computerization



**Who should attend:** Maintenance and Engineering Managers, Engineers & Supervisors in charge of planning and maintenance operations of plant and facilities; and those who are up for promotion to be supervisors or managers in Maintenance & Engineering

**Seminar Fee:** P15,904 (VAT-inclusive)

**Webinar Sessions:** 4

**Facilitators:** Pico O. Ortaliza /Jose S. Villegas **Dates:** Apr 25-28 '23, Jun 20-23 '23, Aug 8-11 '23, Sep 17-20 '23, Jan 8-11 '24; Mar 21-26 '24 (Note 8:30 am to 12:00 nn daily via Zoom)