



# Certificate in Best Maintenance PRACTICES

Gain In-Depth Understanding to Apply Professional Techniques and Management Best Practices to the Maintenance Business

**May 2-3, 2019 - Karachi | 9:30 am - 5:00 pm**

## Key Benefits:

On completion of this course, delegates will:

- EXPLORE the fundamentals Best Practices in Maintenance
- EVALUATE which parts of the Maintenance Business they can be applied to
- EXPLORE some of the many different ways in which Best Practices can be developed and used
- REVIEW ways in which Best Practices can be compared within and between companies
- EXPLORE Maintenance Optimization and Best Practices in RCM and CMMS
- EXPLORE the role of KPI's in Best Practices
- LEARN how to Select and Implement Maintenance Tactics

## Who Should Attend?

Managers, Supervisors and Practitioners in:

- Maintenance, Preventive Maintenance, Breakdown Maintenance
- Inspections, Condition Monitoring and Maintenance Performance Management
- Plant, Mechanical, Electrical and Utilities
- Planning, Scheduling and Quality Control
- Equipment, System and Asset Managements
- Reliability, Failure Management and Failure Prevention
- Maintenance and Technical Support
- Warehouse, Spare Parts and Materials
- Tools and Tool cribs

Course Facilitator:  
**Ben Stevens**

President, DataTrak Systems Inc.

Former President, OMDEC Inc.

Former Consultant at Physical Asset Management Group, PWC Consulting

Over 25 years of cross-industry experience at key positions

Delivered well over 200 training programs



Participants will also be awarded a **DataTrak Systems Inc, Canada certificate** once they have successfully cleared the **assessment at the end of the workshop.**



## For Registration & Details:

Karachi: 021-34520093, 34547141, 34520708

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*Helping You Succeed!*

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## Course Overview:

This program is designed to lay a solid foundation for those maintenance practitioners who want to learn the key elements of Maintenance Best Practices. The course leader will provide many examples of how Best Practices can be used as an active program to introduce continuous maintenance improvement. Attendees will build improvement programs during the course – with an eye firmly on how to introduce those techniques in their own work place. Two complementary methods of evaluating current practice against Best Practices will be explored with many examples drawn from practical experience. A major part of the course will be devoted to an in-depth examination of the application of Best Practices to the key areas of the maintenance business.

## Course Agenda:

### Session - 1

#### Introduction and Definition of Best Practices

- What are they designed to achieve? - Introduction and definition of Best Practices
- Are Best Practices the same for all? Are they a specific goal we should be striving for?
- Maintenance Optimization and Best Practices.
- How do we define what Best Practices should be applied to – and what they should not be applied
- Best Practices Models – examples – do they work?
- Introducing the Maintenance Cube of Excellence as the model for Best Practices
- The role of KPI's in Best Practices – do they help or hinder?
- When to use Assessments and Benchmarking to evaluate compliance against Best Practices – are they the same? Do they have the same objectives
- Looking more closely at the processes of Assessments and Benchmarking – when to use them, what are their advantages and disadvantages and what is the step by step process involved in making them work
- Fast Assessment Chart

### Session - 2

#### The Role of Best Practices in Reliability, Maintenance Quality and Continuous Maintenance Improvement

- **Best Practices - I**
    - Best Practices for Benchmarking
    - Best Practices for Maintenance Strategy
    - Using RCM Best practices to design/select better equipment
    - CMMS Best practices
    - Planning, Scheduling and Control Best Practices
    - Maintenance Tactics Best Practices
    - Equipment Management Best Practices
  - **Best Practices - II**
    - Maintenance Strategy
    - Selecting and Implementing Maintenance Tactics
    - Work Request and Work Order Management
    - Work Assignment and Execution
    - Data Collection, Work Analysis and Work Improvement
    - Work Backlog Management
    - Materials Management and Spares Procurement
    - Maintenance Costing and Budgeting
    - Capital Equipment Replacement
    - Continuous Reliability & Performance Improvement
    - Ageing Equipment and Infrastructure
- **Six practical steps using Best Maintenance Practices to achieve Maintenance Improvement**
- **Measuring the impact of Best Practices Implementation**

## Course Facilitator: Ben Stevens



**Ben Stevens, President of DATA TRAK SYSTEMS Inc, Canada**, a company dedicated to developing and selling products and services focused on training and consulting in equipment reliability and maintenance improvement. He has been fully involved with the maintenance and reliability business for more than 25 years and has experience in all aspects of Maintenance and Physical Asset Management and CMMS/EAM systems, built on the base of a blend of a post-graduate degree in economics, CFO and CAO positions in several manufacturing companies, entrepreneurial experience in the high tech sector and business development. His prior experience included President of Data Trak Systems - a CMMS Distribution, Sales and Implementation company. He was the Vice President Finance for a number of manufacturing companies.

Ben Stevens is a renowned speaker on Maintenance & Reliability and is a frequent speaker at Maintenance Conferences around the world. He has been frequently visiting in the region and has conducted several consulting projects and training workshops on Maintenance & Reliability over the past several years.


## INVESTMENT

# PKR 53,000

+SST (per participant)

Course material, Octara certificate of attendance, DataTrak Systems Inc Certificate (after assessment), lunch, refreshments & business networking

## 3 Easy Ways to Register

 021-34547141, 34520093, 34536306

 register@octara.com  www.octara.com

### Payment:

A confirmation letter/e-mail and invoice will be sent upon receipt of your registration.

**Note: Full payment must be received in advance to confirm enrollment.**

Send your cheque in favor of Octara Private Limited

To: Umair Tariq, Admin & Accounts Executive

Octara Private Limited - 1/E-37, Block-6, P.E.C.H.S., Karachi.

Tel: 021-34520708, Cell: 0302-4599773

## Bring this program **In-house** at attractive discount

This workshop can be customized to suit specific needs of your organization which may lead to significant savings & avoiding pitfalls. Please contact **Naveed Rahim** at [naveed.rahim@octara.com](mailto:naveed.rahim@octara.com) or call at **0334-3082767**