



ASSETSCHOOLS

Planners' School

LEVEL 1





For over **25 years**, Asset Schools has been sharing the knowledge of subject matter experts to help maintenance and reliability teams build competency and develop capability.

From deep, technical skills training to strategic asset management concepts, we've got you covered with public, onsite, or online courses. Courses are interactive and founded in extensive case history. Participants gain practical insights and tools that can be immediately applied to their work.

The recognition of our courses for Continuing Professional Development (CPD) participation ensures that the time invested in Asset Schools contributes to career advancement, ongoing professional growth, and development.

Course Snapshot

Level 1 (Fundamentals of Work Management) is an introductory level, suitable for planning practitioners who are starting out or for those wanting to brush up on the basics.




8 CORE MODULES

- Work Management And Business Imperatives
- Identifying Work
- Maintenance Planning
- Maintenance Scheduling And Dispatch
- Maintenance Work Execution
- Spares Management
- Transitioning From Breakdown Maintenance
- Performance Assessment And Measurement





Course Outline

 Public	15 hrs over 2 days
 Onsite	15 hrs over 2 days
 Online	10 hrs, self-paced

Work Management And Business Imperatives

- Business objectives and the maintenance strategy
- Annual and monthly budget controls
- Work flow – defining all the processes
- Stakeholders
- Performance measurement and continuous improvement

Identifying Work

- Nature of work and what initiates it
- Specify new work and user priorities
- Approval of work – technical and commercial approval
- Back log and risk reporting

Maintenance Planning

- Initial Estimation and the Forward Log
- Scoping: Interface between the Supervisor and the Planner
- Detailed Planning and using the Work Management System
- Specifying materials, resources, tools etc
- Requirements of a Work Order

Maintenance Scheduling And Dispatch

- Forecasting and committing the PM schedule
- Using the Forward Log and resource balancing
- Opportunistic work
- Handling work not done
- Standard meetings and work dispatch

Maintenance Work Execution

- Coordinating work and work site access
- Monitoring the work site and technical support to the team
- Handling urgent and emergency work
- Work order close out
- Financial reconciliation

Spares Management

- Supply management processes
- Catalogue and inventory
- Stock control
- Staging parts
- Goods issues and returns

Transitioning From Breakdown Maintenance

- Managing change
- Establishing the plant listing
- Statutory obligations
- Job Plans
- PM schedules

Performance Assessment And Measurement

- KPIs
- Response to KPIs
- Auditing
- Management reporting and strategy improvement





Build Competency & Develop Capability

Who Should Attend

- Maintenance Planner/Scheduler
- Area Planner
- Maintenance Coordinator
- Maintenance Supervisor
- Work Management Planner
- Maintenance Engineer

What You Can Expect To Take Away

- Review the organisational design and clarify roles for different stakeholders
- Improve communication between planners, supervisors and operations
- Understand what the asset information system has to provide and how to set it up
- Register plant and equipment correctly to ensure they are covered by the maintenance system
- Improve planning of work to deliver labour efficiencies
- Tune the preventive maintenance strategy to reduce failures with optimal procedures
- Ensure parts management supports work on time with minimal stock holdings
- Align your maintenance and production schedules ensuring cost-effective access to equipment
- Deliver cost reduction through improved labour utilisation and proactive maintenance
- Resource scheduling to better package work and optimise availability
- Transition from breakdown maintenance to planned maintenance
- Correct management of engineering stores
- Develop meaningful KPIs and act on them
- Accurately analyse your risks and costs
- Implement a continuous improvement program that involves all stakeholders working together

Your Instructors



Peter Durrant | Adjunct Principal, Covaris

Navy veteran, diverse maintenance career. Senior roles in Navy, mining, and resources. Maintenance consultant. Expert in work management, sustainable change. Dip Eng & MBA Tech Mgmt.



Kylie Nash | Principal Engineer, Provecta Process Automation

30+ years engineer in electricity generation. AGL Macquarie veteran - asset management, reliability, team leadership. Skilled in problem-solving, change projects. BEng & MBA Tech Mgmt.



Brian Ropitini | Director, Ara Ake, New Zealand

Accomplished facilitator, coach & mentor. Fitter & turner turned senior leader. Led multi-million-ton methanol plants & global teams at Methanex. Exceptional communicator & visionary.



Chris Cunningham | Principal, Covaris

Leading asset management specialist with 20+ years experience. Diverse industries: power, nuclear, mining, defense & more. Globally renowned in change & risk management, optimized asset performance.



Private Training

Whether you have 15 or 1500 people to train, we can tailor onsite training that works for you. Benefits include:

Customisation

Training can be tailored to meet the specific needs of your organisation. Content, examples, and case studies can be customised to align with your industry, culture, and strategic objectives.

Relevance

Onsite training can focus on topics that are directly applicable to your organisation's operations and industry. This ensures that the training content is highly relevant to the employees' day-to-day work.

Cost & convenience

Onsite training is always more cost-effective compared to public training, especially when a large number of employees requires training. Your company can save costs associated with travel, accommodation, and registration fees.

Confidentiality

Onsite training allows for open discussions and sharing of sensitive or confidential information. Employees can freely discuss their challenges, experiences, and specific issues related to their work.

Productivity & engagement

Onsite training provides an opportunity for employees to participate in training sessions together, fostering teambuilding and collaboration. By sharing a learning experience, employees can strengthen relationships.

Long-term impact

Onsite training has a lasting impact on culture and performance. Since the training is specifically designed to address the organisation's needs, it can contribute to long-term changes in behaviour, processes, and practices.

Training Courses



Asset Management School

2 Days, 8 Modules | Public, Onsite

Understand why specific processes, systems and reports are necessary to inform asset management decision making.



Lubrication Awareness

4 Hours, 13 Modules | Public, Onsite, Online

An overview of how lubricants work and many elements that are important to an effective lubrication program.



Lubrication Fundamentals

1 Day, 11 Modules | Public, Onsite

The fundamentals of machinery lubrication necessary for a foundational understanding of lubrication enabled reliability.



Lubrication School Level 1

2.5 Days, 20 Modules | Public, Onsite, Online

The fundamentals of machinery lubrication necessary for a foundational understanding of lubrication enabled reliability.



Lubrication School Level 2

2.5 Days, 15 Modules | Public, Onsite, Online

Advanced machinery lubrication topics including lubricant selection, troubleshooting lubrication problems, metrics, PMs and more.



MRO Inventory Management School

2 Days, 7 Modules | Public, Onsite

Best practices and strategies for effective MRO inventory management, and the principles of spare parts optimisation.



Planners' School Level 1

2 Days, 8 Modules | Public, Onsite, Online

An introductory level, suitable for planning practitioners who are starting out or for those wanting to brush up on the basics.



Planners' School Level 2

2 Days, 8 Modules | Public, Onsite

The next body of training building on Planners' 1 introductory concepts looking at how work delivery can be optimised with existing teams, systems, and approach to work management.



Precision Maintenance School

4 Days, 9 Modules | Public, Onsite

Take dead aim at Precision Maintenance (Fasteners, Lubrication, Alignment and Balance) to significantly improve operational reliability of plant equipment and the plant processes.



Reliable Assets School

2 Days, 8 Modules | Public, Onsite

The total approach to ensuring assets deliver their required level of reliability and performance throughout their operational life.



Shutdown School

2 Days, 8 Modules | Public, Onsite

Understand the work associated with the delivery of shutdowns and turnarounds



Sustainable Assets School

4 Days, 10 Modules | Public, Onsite

Decarbonisation and Energy Management for Maintenance & Reliability Teams.



Switch On: Safety Leadership

2 Days, 8 Modules | Public, Onsite

Helping Maintenance and Reliability leaders and teams develop their commitment to safety so they can then create a stronger safety culture.



Vibration Analysis Level 1

3.5 Days, 6 Modules | Public, Onsite

'Entry', or 'Junior Level' Mobius Institute™ Category 1 course is intended for personnel who are new or have 6 months vibration monitoring and analysis experience.



Vibration Analysis Level 2

4.5 Days, 11 Modules | Public, Onsite

The 'Intermediate Level' Category 2 course is ideal for those who are interested in condition monitoring to ensure the reliability of their machinery.



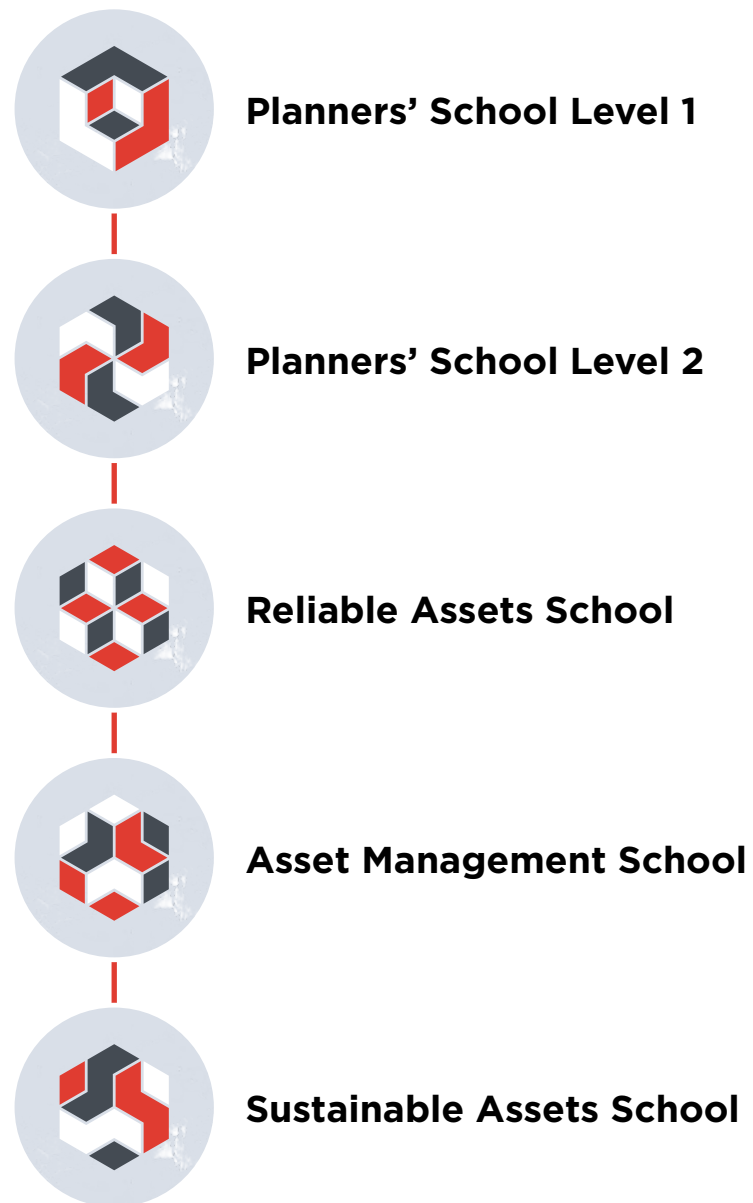
Vibration Analysis Level 3

5.5 Days, 9 Modules | Public, Onsite

The Advanced Category 3 is for a candidate who is committed to reliability through condition monitoring, and who has at least two years vibration analysis experience.

Learning Pathways

Asset Schools training courses can be completed individually at any time, but have you considered planning a Learning Pathway?



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Our most popular pathway with most students completing the 5 courses over 18 months.

Client Testimonials

“

Asset Management School was absolutely fantastic! Not just the content, but also the networking evening, the whole experience. Despite 23 years as a maintenance engineer and planner, I learnt so much to take back to apply in my business.

Salman Rashed

Assets Maintenance Planner

Waikato Regional Council

“

Asset Schools give peace of mind that the investment in our Maintenance and Reliability professionals will provide a great return to both them and the business.

Gwyn Garland

Senior Manager,

Asset Health Newmont

“

The training provided by Asset Schools was exceptional, offering a highly educational experience that enabled us to learn a wealth of new knowledge and skills.

Ali Sahin

Senior Engineer, Reliability

Rio Tinto

“

Asset Management School is a great investment for experienced Maintenance Practitioners who want to fine tune their skills, or for new entrants to use it as a sound starting base to the industry.

Roh Perera

Underground Planning Supervisor

Macmahon



Contact Us

PUBLIC SCHOOLS ENQUIRIES



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