



**STRATEGY.
RELIABILITY.
PEOPLE.
IMPROVEMENT.**

**BUILDING MAINTENANCE
— EXCELLENCE EVERY DAY. —**

MAINTENANCE WORKSHOP TOPICS & KEY TAKEAWAYS

1 MAINTENANCE PERFORMANCE METRICS

- Develop meaningful KPIs that measure equipment, financial, and technician performance.
- Build dashboards that communicate maintenance performance to leadership.
- Identify trends using uptime, downtime, MTTR, MTBF, and failure analysis.
- Use maintenance data to drive better decisions and prioritize improvements.
- Align annual maintenance metrics with company goals.

2 PREVENTIVE & PREDICTIVE MAINTENANCE

- Understand the evolution from reactive to predictive maintenance.
- Build preventive maintenance programs using OEM guidance, failure history, and technician knowledge.
- Develop hybrid PM strategies for improved equipment reliability.
- Prioritize critical assets and optimize maintenance resources.
- Create a practical roadmap toward predictive maintenance.

3 ANNUAL MAINTENANCE PLANNING

- Build an annual maintenance roadmap aligned with business objectives.
- Establish department goals, KPIs, budgets, and improvement initiatives.
- Plan training, technology, and capital improvement projects.
- Conduct quarterly reviews and adjust priorities throughout the year.
- Create a culture of continuous improvement through structured planning.

4 5S, RELIABILITY & TECHNOLOGY

- Organize maintenance shops and spare parts rooms using practical 5S principles.
- Improve equipment reliability through machine modifications and maintenance engineering.
- Apply sensors, CMMS optimization, and equipment monitoring technologies.
- Improve inventory control, visual management, and workplace organization.
- Develop a technology roadmap for future maintenance improvements.

5 LEADERSHIP & COMMUNICATION

- Build a proactive maintenance engineering team focused on ownership and accountability.
- Improve collaboration and communication between maintenance and production.
- Implement Rules of Engagement and effective work request management.
- Standardize end-of-shift notes and work request updates.
- Develop communication systems that improve reliability and teamwork.



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