

Total Productive Maintenance

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Who Needs to Attend?

Managers, Supervisors, Team Leaders, Shift Leaders, and all support staff. No matter what department, job function, or industry you represent, you need to be well prepared, organized, and take advantage of all resources and skills to increase productivity and profitability.

Course Objectives

- Describe what Total Productive Maintenance (TPM) is.
- Compare TPM to other maintenance concepts.
- Describe the implementation of TPM.
- The benefits of combining Personal Qualification Standards (PQS) and TPM.
- How TPM can reduce waste of resources and increase productivity and profitability.
- To practice the skills of time management, planning, organizing, and delegating in a controlled and results oriented organization.

Benefits of Attending

- A range of techniques to assist in planning and prioritizing your workload.
- A number of techniques that will help you implement TPM and increase the output of the team.
- The importance of the work environment layout for maximum efficiency
- Greater confidence and control over your immediate work environment.

Program Content

Day One

- Define and discuss TPM.
 - Understanding what is meant by TPM
 - Understand why it needs to be supported by all employees
 - How it will be carried by all employees?
 - How to implement on a company wide basis?
 - All equipment and functions included
 - Maximizing efficiency and effectiveness
 - Compare TPM to other maintenance concepts.
 - What are the similarities?
 - What separates TPM from all other concepts?
 - Implementing proactive versus reactive solutions
 - Benefit from increased productivity

- Describe the implementation of TPM
- Introduction by Senior Management
- Supported by Senior Management
- Encouraged by maintenance and operational staff
- Continuous monitoring and follow up of program
- Measuring results at certain intervals
- Why TPM is required by all employees of the organization
- To increase productivity and bottom line
- To increase the quality of the product
- Increases reputation of the organization
- Increase motivation levels of the employees
- How to increase TPM efficiency and effectiveness
- Value the employees
- Respect all ideas and recommendations
- Recognize employees for job well done
- Understanding the goals and objectives of TPM
- Provide a detailed introduction program to all employees
- Check for understanding
- Check for barriers that might prevent success
- Lead by example and not by objectives alone
- How to maximize equipment performance?
 - Employees properly trained to maximize equipment performance
 - Ensure availability
 - Ensure performance efficiency
 - Make every effort to reduce equipment down time
- Difference between “Zero Defects and Zero Breakdowns”
 - Understand the difference
 - Avoid equipment degradation
 - Eliminating defects and breakdowns, increases quality and output
- Appropriate problem solving exercises such as:
 - Brainstorming
 - Creative Solutions
 - Using the “Four” Step problem solving method
 - Force Field Analysis and other forms of problem solving

Day Two

- Understanding how PQS relates to TQM and the final product
 - To get an understanding of PQS
 - Integrating PQS or similar program with TPM
 - PQS leads to employee qualification on specific positions
 - PQS qualified employees increase product output
- Describe preventive maintenance and understand the need of a Preventive Maintenance System (PMS) within the organization
 - Understand the function of PMS
 - PMS reduces equipment failure and breakdowns
 - Increase TPM efficiency and quality of the product
 - Becomes a systemic approach in the organization
 - Reduces waste of resources and increase productivity
- Describe breakdown maintenance and some of the causes

- Poor planning and Intentional sabotage
- Non-existent equipment inspection procedures
- No preventive maintenance schedules
- Poor training or unqualified employees
- How to reduce Reactive Maintenance (as it occurs)
 - Proper training of employees
 - Pre-planning of maintenance activities
 - Understanding maintenance problems
 - Implement a scheduled maintenance program
- Combining PMS and Maintenance Planning to reduce breakdowns
 - Employee's qualifications and equipment experience
 - Who will perform the designated task?
 - Refinement and implementing existing maintenance steps
- Appropriate problem solving exercises such as:
 - Brainstorming
 - Creative Solutions
 - Using the "Four" Step problem solving method
- Force Field Analysis and other forms of problem solving

Day Three

- Describe the ideal TPM implementation methods
 - Organization focused on Vision and Mission
 - Utilizing employees to full potential
 - Understanding the limitations of the individual
 - Providing a positive working environment
 - Being a proactive organization at all times
 - All employees are in agreement with the program
- Describe the practical limitations to an ideal TPM implementation
 - Employee Skills, knowledge, and experience
 - Tools and equipment
 - Increase productivity, quality, and safety
- Describe the benefits of a properly implemented TPM program
 - Motivated employees
 - Increased productivity and output
 - Increased quality of product
 - Reduction of loss time and waste of resources
 - Increased safety and reduction of lost man hours
- Describe the need to communicate between work groups
 - Eliminates internal problems and conflicts
 - Increases motivation and cooperation
 - Increases the efficiency and effectiveness of team
 - Avoids paralysis by analysis
 - Meeting schedules and deadlines of productivity
- How to improve training and reduce qualification periods using PQS
 - Understand that training is not a "Fit All" solution
 - Understand the needs of the organization and the individual
 - Long and more training does not mean it is better
 - Focus on the needs of the individual increases for better results
 - Using motivated and experienced staffs who want to train others

- Understand that not all employees learn at the same pace
- How to improve safety practices and implement safety methods like “Fresh Eye”
 - Assisting safety teams to improve safety program
 - Military program, but not utilized in any industry
 - Implementing program requires Senior Management involvement
 - Getting all hands involved and expecting collaboration
- Appropriate problem solving exercises such as:
 - Brainstorming
 - Creative Solutions
 - Using the “Four” Step problem solving method
 - Force Field Analysis and other forms of problem solving

About the Trainer



Over 35 years’ of international experience delivering, Power Plant Processes, Gas Turbine (Mechanical) Systems, Aviation Electro-Mechanical Systems, Safety (EHS), Leadership and Management, ESL, Safety, Quality (TQM-Six Sigma), Crisis, Risk and Analysis Management, Soft Skills Courses, and Competency Assurance Programs / PQS Assessor and Qualifier.

United States Navy trained and certified Master Training Specialist (Master Trainer). Have delivered training courses, presented seminars, and conferences to more than 6000 participants from various nationalities from: USA, Mexico, Europe, Middle East, and invited to be the Honor Speaker at “The Great Hall of the People” Beijing China for an audience of 3500 engineers.

Member of various benchmark teams implementing and rolling out Aviation Systems (Joint Strike Fighter: F-35), Oil and Gas Training Solutions, Gas Turbines, Senior Leadership, Quality and Safety, Sexual Harassment, and Total Quality Management Programs.

With more than four years off-shore experience with the United States Navy serving aboard Navy Aircraft Carriers. Considered the most dangerous and demanding work environment.

Represented Fortune 100/500 Companies such as: General Electric, Lockheed Martin, and Dale Carnegie in senior positions.

Investment Fee

SG\$ 1,185.00 per person

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Job Title _____ **Department** _____
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