

Shutdown Maintenance Management

Turnaround Maintenance Management

- Methodology
- Good Practices
- Best Practices
- Planning including Strategic Planning

A 2 week Training Program

Who Should Attend?

Technical & Management Professionals with responsibility for Industrial Plant or Commercial Facility Planning, Operation and Maintenance.

Prerequisites and Program Pre-Preparation

Some knowledge of company maintenance operations. This program is in English.

Certificate of Participation and Completion:-

On completion participants will be awarded a "Certificate of Successful Completion". Program Instructor may decide to award a Letter of Recommendation for High Performers during the program.

Latest Program Dates

- www.EuroTraining.com/bro/shu888.html
- www.EuroTrainingUK.com/bro/shu888.html

Registration Recommendations

It is recommended you nominate two participants together for this program. Single nominations will also be considered.

Program Content

(Subject to Customization Based on Participant Group Needs)

1. Registration & Program Introduction
2. Program Overview
3. Understanding Shutdown Maintenance Objectives for the various Stakeholders
4. Understanding Expectations of the Stakeholders
5. Understanding what will Constitute Exceeding Expectations
6. Good Management Processes for Shutdown Maintenance
7. Understanding Shutdown/Turnaround Maintenance Processes
8. Identifying the Key Shutdown Processes
9. Planning Techniques for Shutdown/Turnaround Maintenance
10. Quality Assurance Methodology for Shutdown/Turnaround Maintenance
11. Collecting Data for Shutdown Planning
12. Determining Inspection, Operation Technical Deliverables and Tasks
13. Compiling Data for Shutdown Plan
14. Preparing Shutdown Material Requirements
15. Preparing Shutdown Scope of Work
16. Planning Shutdown Materials - Procurement Reserve
17. Estimating Shutdown Resource Requirements
18. Prepare Shutdown Schedule
19. Preparing the Shutdown Package Book
20. Shutdown Maintenance Execution Plan
21. Shutdown Maintenance Monitoring
22. Shutdown Maintenance Coordination
23. Shutdown Contract Administration (Outsourced works)
24. Shut-down Reporting
25. Implementing Improvements in Shutdown/Turnaround Maintenance

Shutdown Maintenance Management Training (SHU888)

REGISTRATION FORM	
Program:	Shutdown Maintenance Management Training (SHU888)
Location Where Attending:	
Program Dates:	
Whether Participant will Consider Alternate date if one requested is not available:	
Participant Name Prefix: Mr/Ms/Mrs	
Participant Name:	
Participant Job Title:	
Participant Department & Section:	
Participant Employer/ Company:	
Participant's Present Job Responsibilities:	
Participant Email Address:	
Participant Mobile Number:	
<u>Sponsored by:</u>	
Sponsoring Company:	
Job Title of Sponsoring Authority:	
Name of Sponsoring Authority:	
Email of Sponsoring Authority:	
Fax of Sponsoring Authority:	
Telephone Nos. of Sponsoring Authority:	
Web Site of Sponsoring Company:	
Invoice Reference:	
Invoicing Address:	

REGISTRATION INFORMATION

1. To register: Please send us an official letter confirming registration (on organizational letterhead or Authorized Email).
2. Program Fee is
 - o USD \$8,900 per participant and includes Course Materials, Certificate, Refreshments and Lunch. (An additional Service Fee of 10% is Charged at Certain Locations including London, Paris and Kula Lumpur).
3. Accommodation & Taxes/VAT (if applicable) is not included in Program fee. Special rates will be available at venue hotel for the participants.
4. Special discount of 10% is offered for participants who pay their fees at least 45 days before start of the program.
5. Refund will not be considered where the participants cancels his registration less than 3 weeks before start of the program. Alternate nominations will be allowed anytime before program start.
6. All participants are required to fill in Participant Information form - on first day of the program. Each program Undergoes Customization to Better Meet Participant Present and Future Career Needs. Please be prepared to let the Instructor/s know about your organization's Special Needs, Interests or Initiatives.
7. It is always useful for participants to bring their existing problems or case studies, work-process flow charts or job related problems for discussion - consideration will be at sole discretion of the program director/s.
8. Provisional Registration : You can make a provisional registration by sending us an email – an official registration request can be made within 2 weeks. This will ensure we will reserve a seat. All provisional registrations automatically cancel 2 weeks before program start.