COURSE OVERVIEW RE0660-3D
Computerized Maintenance Management System (CMMS)

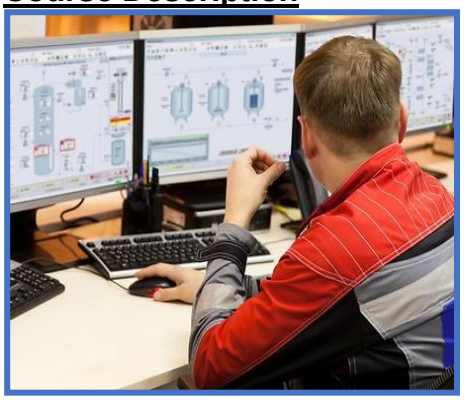
Course Title
Computerized Maintenance Management System (CMMS)

Course Date/Venue
Please refer to page 2

Course Reference
RE0660-3D

Course Duration/Credits
Three days/1.8 CEUs/18 PDHs

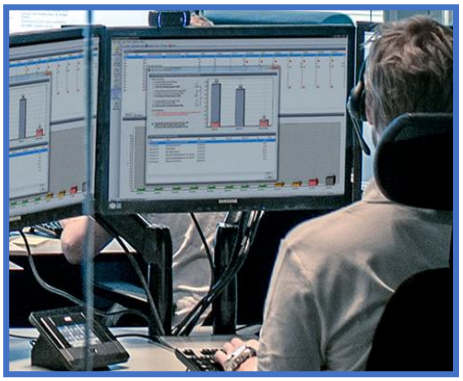
Course Description



This practical and highly-interactive course includes various practical sessions and exercises. where participants will be engaged in a series of interactive small groups and class workshops.

This course is designed to provide participants with a detailed and up-to-date overview of Computerized Maintenance Management System (CMMS). It covers the purpose, benefits, components and architecture of CMMS; the asset management, work order management, preventive maintenance scheduling and spare parts and inventory management; the data input and collection, reporting and analytics, maintenance KPIs and performance monitoring; and the CMMS implementation strategy covering planning and requirements gathering, data migration and testing, user training and support and change management strategies.

During this interactive course, participants will learn the features of mobile CMMS apps, work order updates in real time, GPS and time-stamping and mobile checklists and photo uploads; the user roles and access control and predictive maintenance integration; capturing failure data, categorizing root causes, linking failures to work history and using data for RCA reports; the budget allocation, tracking labor and parts costs, forecasting maintenance expenses and integrating with financial systems; the common implementation mistakes and success factors; and the continuous improvement cycle and ensuring long-term system use.



Course Objectives

Upon the successful completion of this course, each participant will be able to:

- Apply and gain an in-depth knowledge on computerized maintenance management system (CMMS)
- Discuss the purpose, benefits, components and architecture of CMMS
- Carryout asset management, work order management, preventive maintenance scheduling and spare parts and inventory management
- Employ data input and collection, reporting and analytics, maintenance KPIs and performance monitoring
- Illustrate CMMS implementation strategy covering planning and requirements gathering, data migration and testing, user training and support and change management strategies
- Identify the features of mobile CMMS apps, work order updates in real time, GPS and time-stamping and mobile checklists and photo uploads
- Recognize user roles and access control and apply predictive maintenance integration
- Capture failure data, categorize root causes, link failures to work history and use data for RCA reports
- Apply budget allocation, track labor and parts costs, forecast maintenance expenses and integrate with financial systems
- Identify the common implementation mistakes and success factors as well as apply continuous improvement cycle and ensuring long-term system use

Exclusive Smart Training Kit - H-STK®

*Participants of this course will receive the exclusive "Haward Smart Training Kit" (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course provides an overview of all significant aspects and considerations of computerized maintenance management system (CMMS), for maintenance engineers and technicians, maintenance managers and supervisors, asset managers, facilities managers, plant engineers and plant managers, reliability engineers, operations managers, project engineers and consultants and other technical staff.

Course Date/Venue

Session(s)	Date	Venue
1	May 19-21, 2025	Glasshouse Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE
2	July 27-29, 2025	Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE
3	November 17-19, 2025	Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE
4	December 22-24, 2025	Glasshouse Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

- The International Accreditors for Continuing Education and Training (IACET - USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **1.8 CEUs** (Continuing Education Units) or **18 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Course Fee

US$ 3,750 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Mr. Dimitry Rovas, CEng, MSc, PMI-PMP, SMRP-CMRP, is a **Senior Maintenance Engineer** with extensive industrial experience in **Oil**, **Gas**, **Power** and **Utilities** industries. His expertise includes **Process Plant** Shutdown & Turnaround, **Maintenance** Optimization & Best Practices, **Maintenance** Auditing & Benchmarking, **Reliability** Management, **Reliability Centered Maintenance** Principles & Application, **Machinery Lubrication**, **Maintenance Planning & Scheduling**, **Coupling & Shaft Alignment** Techniques, **Maintenance** Management & Cost Control, **Preventive & Predictive Maintenance**, **Effective Reliability** Maintenance & Superior Maintenance Strategies, **Integrity & Asset** Management, Reliability, Availability & Maintainability (**RAM**), Total Plant Reliability Centered Maintenance, **Turnaround & Outages**, **Process Plant** Shutdown, Turnaround & Troubleshooting, **Shutdown & Turnaround** Management, **Integrity & Asset** Management, **Maintenance Management** Best Practices, **Material Cataloguing**, **Maintenance** Planning & Scheduling, Effective **Reliability Maintenance**, **Maintenance Contracting & Outsourcing**, **Maintenance Inventory**, **Materials** Management, **Mechanical & Rotating Equipment** Troubleshooting & Maintenance, **Rotating Equipment Reliability** Optimization, Computerized Maintenance Management System (**CMMS**), **Material Cataloguing & Specifications**, **Rotating Equipment** Maintenance & Troubleshooting, **Pump** Technology, **Pump** Selection & Installation, **Reciprocating & Centrifugal Compressors**, **Gas & Steam Turbines**, **Turbine** Operations, **Valves**, **Bearings & Lubrication**, Rubber Compounding, Elastomers, Thermoplastic, Industrial Rubber Products, Rubber Manufacturing Systems, **Heat Transfer**, **Vulcanization Methods**, **Energy Conservation**, **Energy Loss** Management, **Energy Saving**, **Thermal Power Plant** Management, **Cogeneration Power Plant** Installation & Commissioning, **Auxiliary Steam Boilers** Troubleshooting, **Piping Racks** (Steel Structure, Valves, Pipe Supports) Commissioning, **Firefighting** Systems, **Steel & Welded Tanks**, Aluminium Logistics Facilities (Cranes, Laydown Areas, Port Facilities, etc), Equipment Heavy Lifting, Long Term Storage of Equipment, **Heat Transfer**, **Fluid Mechanics**, **Heating & Cooling** Systems, **Heat Insulation** Systems, **Heat Exchanger & Cooling Towers**, **Mechanical Erection** and **Heavy Rotating Equipment**. He is currently the **Project Manager** wherein he is managing, directing and controlling all activities and functions associated with the domestic heating/cooling facilities projects.

During his life career, Mr. Rovas has gained his practical and field experience through his various significant positions and dedication as the **EPC Project Manager**, **Maintenance Manager**, **Mechanical Engineer**, **Field Engineer**, **Preventive Maintenance Engineer**, **Lead Rotating Equipment Commissioning Engineer**, **Construction Commissioning Engineer**, **Offshore Lead Maintenance Engineer**, **Researcher**, **Instructor/Trainer**, **Telecom Consultant** and **Consultant** from various companies such as the Mytilineos Aluminium Group, Podaras Engineering Studies, Metka and Diadikasia, S.A., **Hellenic Petroleum Oil Refinery** and COSMOTE.

Mr. Rovas is a **Chartered Engineer** of the **Technical Chamber** of **Greece**. Further, he has **Master** degrees in **Mechanical Engineering** and **Energy Production & Management** from the **National Technical University of Athens**. Moreover, he is a **Certified Instructor/Trainer**, a **Certified Maintenance and Reliability Professional** (**CMRP**) from the Society of Maintenance & Reliability Professionals (**SMRP**), a **Certified Project Management Professional** (**PMP**), a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**) and a **Certified Six Sigma Black Belt**. He is an active member of Project Management Institute (**PMI**), Technical Chamber of Greece and Body of Certified Energy Auditors and has further delivered numerous trainings, seminars, courses, workshops and conferences internationally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the workshop for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 – 0930	***Introduction to CMMS*** *Definition and Purpose of CMMS • Evolution from Manual to Digital Maintenance • Benefits of Implementing CMMS • Common Industries Using CMMS*
0930 – 0945	*Break*
0945 – 1030	***Components & Architecture of CMMS*** *Hardware and Software Architecture • Integration with ERP and Other Systems • Cloud-Based versus on-Premises Solutions • User Roles and Permissions*
1030 – 1130	***Asset Management in CMMS*** *Asset Hierarchy and Categorization • Asset Registration and Tagging • Asset History Tracking • Lifecycle Management*
1130 – 1215	***Work Order Management*** *Types of Maintenance (Corrective, Preventive, Predictive) • Creating and Managing Work Orders • Assigning Tasks and Priorities • Work Order Closing and Feedback*
1215 – 1230	*Break*
1230 – 1330	***Preventive Maintenance Scheduling*** *Importance of Preventive Maintenance • Scheduling Tools and Triggers • Task Libraries and Checklists • Auto-Generation of PM Work Orders*
1330 – 1420	***Spare Parts & Inventory Management*** *Inventory Control and Reordering • Stockroom Setup in CMMS • Parts Usage Tracking and History • Integration with Procurement Systems*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day One*

Day 2

0730 – 0830	***Data Input & Collection*** *Methods of Data Collection (Manual, Sensors, Mobile) • Data Accuracy and Validation • Uploading Bulk Data (Assets, PM Schedules, Parts) • Barcode and QR Code Applications*
0830 – 0930	***Reporting & Analytics*** *Standard Reports (Downtime, Cost, KPIs) • Custom Report Creation • Dashboard Configuration • Maintenance Performance Metrics*
0930 – 0945	*Break*
0945 – 1100	***Maintenance KPIs & Performance Monitoring*** *Mean Time Between Failures (MTBF) • Mean Time to Repair (MTTR) • Maintenance Compliance Rate • Equipment Availability and Reliability*
1100 – 1215	***CMMS Implementation Strategy*** *Planning and Requirements Gathering • Data Migration and Testing • User Training and Support • Change Management Strategies*
1215 – 1230	*Break*
1230 – 1330	***Mobile CMMS & Field Applications*** *Features of Mobile CMMS Apps • Work Order Updates in Real Time • GPS and Time-Stamping • Mobile Checklists and Photo Uploads*
1330 – 1420	***User Roles & Access Control*** *Role-Based Access Control Setup • Technician vs. Supervisor Views • Audit Trails and Activity Logs • User Management and Permissions*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Two*

Day 3

0730 – 0830	***Predictive Maintenance Integration*** *IoT and Sensor Data Integration • Condition Monitoring Tools • Triggering Work Orders via Predictive Alerts • Benefits of Predictive vs. Preventive*
0830 – 0930	***Failure Analysis & Root Cause Recording*** *Capturing Failure Data • Categorizing Root Causes • Linking Failures to Work History • Using Data for RCA Reports*
0930 – 0945	*Break*
0945 – 1100	***Budgeting & Cost Tracking*** *Cost Centers and Budget Allocation • Tracking Labor and Parts Costs • Forecasting Maintenance Expenses • Integration with Financial Systems*
1100 – 1215	***CMMS Success Factors & Pitfalls*** *Common Implementation Mistakes • Success Factors and Lessons Learned • Continuous Improvement Cycle • Ensuring Long-Term System Use*
1215 – 1230	*Break*
1230 – 1300	***Case Studies & Industry Best Practices*** *Real-World CMMS Success Stories • Industry-Specific Adaptations • Benchmarking Against Peers • Lessons from Failed Implementations*

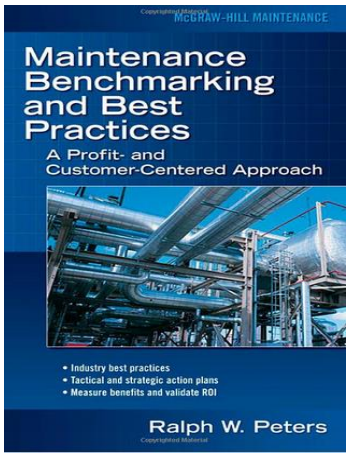
1300 – 1345	***Hands-on CMMS Practice Session*** *Creating a Sample Asset and PM Schedule • Generating and Closing Work Orders • Viewing Performance Reports • Role-Based Tasks (Admin, Technician, Planner)*
1345– 1400	***Course Conclusion*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course*
1400 – 1415	***POST-TEST***
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

Practical Sessions

This practical and highly-interactive course includes real-life case studies and exercises:-

Book(s)

As part of the course kit, the following e-book will be given to all participants:



Title : Maintenance Benchmarking and Best Practices
ISBN : 978-0071463393
Author : Ralph Peters
Publisher : McGraw-Hill Professional

Course Coordinator

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