



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Vehicle Maintenance Scheduling And Planning Training

Services / Transport, Operations and Logistics

Unit Standard 113846 · NQF Level 4 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to schedule and plan vehicle maintenance effectively within a transport or logistics environment. It covers maintenance planning principles, scheduling techniques, and the use of relevant documentation to ensure vehicle reliability and compliance with legislative requirements.

Category	Services
Subfield	Transport, Operations and Logistics
Unit Standard	113846
Accreditation	SAQA Accredited · NQF Level 4 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply principles of vehicle maintenance scheduling to develop a maintenance plan for a fleet of vehicles.
- Analyse vehicle service records to identify maintenance needs and schedule appropriate interventions.
- Evaluate different maintenance strategies (preventive, predictive, corrective) to select the most suitable approach for given operational contexts.
- Design a maintenance schedule that complies with manufacturer specifications and relevant legislation.
- Implement a vehicle maintenance planning process using appropriate documentation and reporting tools.
- Demonstrate the ability to monitor and adjust maintenance schedules based on vehicle performance and operational requirements.

WHO SHOULD ATTEND

- This course is ideal for fleet managers, maintenance planners, workshop supervisors, and transport coordinators who are responsible for scheduling and planning vehicle maintenance in their organisations.

COURSE OUTLINE

Day 1: Introduction to Vehicle Maintenance Planning

- Overview of maintenance management systems
- Types of maintenance: preventive, predictive, corrective
- Manufacturer specifications and warranty requirements
- Legal and regulatory compliance (e.g., SAQA standards)
- Introduction to maintenance scheduling tools
- Role of maintenance planning in fleet management
- Basic terminology and concepts

Day 2: Developing Maintenance Schedules

- Factors influencing maintenance intervals (usage, environment, load)
- Time-based vs. mileage-based scheduling
- Reading and interpreting service manuals
- Developing a maintenance calendar
- Prioritizing tasks: critical vs. non-critical
- Using checklists for routine inspections
- Case studies on scheduling common vehicle types

Day 3: Resource Allocation and Cost Estimation

- Labour estimation techniques
- Parts and material forecasting
- Tool and equipment requirements
- Cost analysis: direct vs. indirect costs
- Budgeting for routine and major maintenance
- Inventory control: stock levels and reorder points
- Vendor management and procurement basics

Day 4: Implementing and Monitoring Maintenance Plans

- Using maintenance management software (CMMS)
- Work order generation and tracking
- Data recording: service logs, repair history
- Performance metrics: downtime, cost per km, compliance rate
- Troubleshooting scheduling conflicts
- Communication with workshop teams
- Continuous improvement through feedback

Day 5: Advanced Planning, Auditing, and Integration

- Auditing maintenance processes and compliance
- Risk assessment: failure modes and criticality analysis
- Strategic planning: long-term vs. short-term goals
- Integration with operational schedules (e.g., route planning)
- Environmental and safety considerations
- Emerging trends: telematics, IoT, predictive analytics
- Final project: create a full maintenance plan for a case study fleet

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **8 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 23,000.00	R 23,000.00
1	In-House	R 29,900.00	R 29,900.00
1	On-Campus (Pretoria)	R 34,500.00	R 34,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 113846) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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