



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

Maintenance Planning

Custom Courses / Engineering & Technical Maintenance

Unit Standard AATICD-0213 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the skills to develop, implement, and manage effective maintenance plans in an industrial or corporate environment. It covers planning techniques, resource allocation, and performance monitoring to ensure equipment reliability and operational efficiency.

Category	Custom Courses
Subfield	Engineering & Technical Maintenance
Unit Standard	AATICD-0213
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply maintenance planning principles to develop a comprehensive maintenance schedule.
- Analyze equipment failure patterns to determine appropriate maintenance strategies.
- Evaluate resource requirements and allocate personnel, materials, and tools effectively.
- Design a preventive maintenance program that minimizes downtime and extends asset life.
- Implement a maintenance planning system using industry-standard documentation and software.
- Demonstrate the ability to monitor and adjust maintenance plans based on performance data.

WHO SHOULD ATTEND

- This course is ideal for maintenance supervisors, planners, and technicians who are responsible for scheduling and overseeing maintenance activities.
- It is also suited for operations managers seeking to improve asset lifecycle management.

COURSE OUTLINE

Day 1: Introduction to Maintenance Planning and Strategy

- Overview of maintenance management and its objectives
- Types of maintenance: reactive, preventive, predictive, proactive
- The maintenance planning cycle: from identification to execution
- Roles and responsibilities: planner, scheduler, technician, supervisor
- Key performance indicators (KPIs) for maintenance effectiveness
- Introduction to asset criticality and prioritisation

Day 2: Maintenance Planning Processes and Documentation

- Equipment register: asset identification, location, and specifications
- Maintenance schedules: time-based, usage-based, condition-based
- Work order management: creation, prioritisation, assignment, closure
- Root cause analysis (RCA) methods: 5 Whys, fishbone diagram
- Standard operating procedures (SOPs) for maintenance tasks
- Documentation: checklists, reports, and compliance records

Day 3: Resource Planning and Spare Parts Management

- Resource estimation: labour hours, skill sets, and crew sizing
- Spare parts management: criticality, lead times, and safety stock
- Inventory control: ABC analysis, min-max levels, stocktaking
- Bill of materials (BOM) for maintenance kits
- Procurement processes and supplier management
- Storage and handling of maintenance materials

Day 4: Scheduling and Shutdown Management

- Scheduling techniques: Gantt charts, PERT, critical path method (CPM)
- Shutdown planning: scope, timeline, resources, and contingency
- Risk assessment: job safety analysis (JSA) and permit-to-work systems
- CMMS functionality: schedule generation, resource allocation, reporting
- Communication and handover procedures between shifts
- Post-maintenance review and continuous improvement

Day 5: Performance Monitoring, Reporting, and Continuous Improvement

- Key performance indicators: MTBF, MTTR, OEE, backlog, schedule compliance
- Maintenance reporting: dashboards, trend analysis, variance reporting
- Continuous improvement: PDCA cycle, Kaizen, benchmarking
- Reliability-centred maintenance (RCM) principles
- Auditing maintenance processes and compliance
- Developing a maintenance improvement action plan

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 **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 24,200.00	R 24,200.00
1	In-House	R 31,400.00	R 31,400.00
1	On-Campus (Pretoria)	R 36,200.00	R 36,200.00

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
17 Aug 2026	21 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	21 Aug 2026	On-Campus	Shenzhen, China
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
31 Aug 2026	04 Sep 2026	On-Campus	Lusaka, Zambia
31 Aug 2026	04 Sep 2026	On-Campus	London, UK

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 AATICD-0213) 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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