# CURIOUS MINDS

- Improve your company's bottom line
- 3-year investment in your career

# CERTIFICATE IN ASSET MANAGEMENT

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🌐 www.pragmaworld.net/academy
📞 +27 11 848 6940
✉ pragma.academy@pragmaworld.net

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asset management | engineered

# Course Modules

## Strategic
### 27 days over three years

- Asset Management Landscape
- ISO 55000 Overview and Implementation
- Developing an AM Policy and Strategy
- Organisation and Development
- Principles of Change Management
- Asset Life Cycle Management
- Developing an Asset Management Scorecard
- Information Systems and Data Velocity
- Structured Problem Solving
- Risk Management
- Contractor Management
- Contract Management
- Sustainable Development
- Asset Financial Management

## Tactical
### 49 days over three years

- Asset Management Landscape
- ISO 55000 Overview and Implementation
- Developing an AM Policy and Strategy
- Organisation and Development
- Principles of Change Management
- Asset Life Cycle Management
- Developing an Asset Management Scorecard
- Information Systems and Data Velocity
- Maintenance Planning and Scheduling
- Maintenance Plan Development
- Technical Information
- Structured Problem Solving
- Risk Management
- Shutdown and Outage Management
- Improving Reliability through Operator Asset Care
- Practical 5S
- Lubrication Principles
- Tool Management
- Spare Parts Management
- Contractor Management
- Contract Management
- Health, Safety, Security and Environment
- Asset Financial Management

## Operational
### 20 days over three years

- Asset Life Cycle Management Overview
- From Data to Information
- Maintenance Planning and Scheduling
- Maintenance Plan Development
- Technical Information Overview
- Root Cause Analysis
- Risk Management Overview
- The Importance of Work Order Data
- The Role of Operators in Asset Care
- Practical 5S
- Lubrication Principles
- Tool Management
- Contractor Management Overview
- Health, Safety, Security and Environment
- Asset Financial Management Overview

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# Curriculum Overview

## Asset Management Landscape

Gain insight into the vital role which asset management plays in organisations in today's highly demanding environment. Obtain an holistic view of the discipline of asset management with an in-depth study of the GFMAM's Asset Management Landscape and its 39 subjects.

## ISO 55000 Overview and Implementation

Delve into the content of each ISO 55000 clause to further understand the concepts and definitions used in this asset management standard. Learn about the requirements for the ISO 55000 certification process and compare ISO 55001 to the Asset Management Landscape.

## Developing an Asset Management Policy and Strategy

Understand the aim of the asset management policy and strategy and identify the aspects to be considered during the development process of each. Unpack the processes of developing and implementing these policies.

## Principles of Change Management

Learn about the various aspects of change management's structured process and how its clear deliverables can be used to develop and successfully execute change management initiatives.

## From Data to Information

Understand the difference between data and information and its relevant terminology. Learn about the value of data history and how to transform data into useful information.

## Information Systems and Data Velocity

Gain insight into the systems and procedures required forgood information management and its role in asset management. Learn how to identify measures and the data sources required to support strategic asset management goals.

## Technical Information Overview

Learn about the different types of knowledge and how they are transferred. Gain insight into the management of an asset register. Learn about the management of the technical information library and its associated best practices.

## Technical Information

Recognise the influence of the four types of knowledge on technical information and how to unlock them. Learn to differentiate between static and transactional information types. Obtain a practical action plan to set-up a technical information library to manage processes and procedures.

## Organisation and Development

Understand the impact people, organisational structure and culture, leadership and competence management have on the success of the asset management function. Use competency frameworks, models and tools to improve the effectiveness of your organisation and its people.

## Contractor Management Overview

Understand the importance of a contractor policy and what principles to employ when outsourcing. Learn what is required to implement a contractor selection process and how to manage contractor performance.

## Contractor Management

Gain insight into the basics of contract law and what a contractor policy consists of. Understand the different forms of outsourcing/contracting and the risks and benefits of each. Learn how to develop and implement a contractor selection process and manage contractor performance through quality tools and service level agreements.

## Contract Management

Gain insight into the fundamental principles of the law of contract and how to improve on current procedures. Learn how contract and contractor management can be used to maximize best practice principles around various service types. Understand the different dispute resolution methods available and their legal implications.

# Curriculum Overview

## Asset Financial Management Overview
**1**

Obtain practical knowledge about the assets of a business from the perspective of the accountant and the asset manager. Receive an introduction to GRAP (generally recognised accounting practices) and an overview of asset register administration.

## Risk Management Overview
**1**

Learn about the context and role of risk management in asset management and how organisational culture influences risk. Discover the different tools applicable to risk management and gain insight into the creation of a risk strategy and framework.

## Risk Management
**2**

Learn about the context and role of risk management in asset management and how organisational culture influences risk. Be equipped to develop a risk management strategy and framework.

## Sustainable Development
**1**

Learn how to incorporate the principles of sustainability into the strategic planning process. Gain knowledge of applicable standards and how to design sustainability into the life cycle management process of an asset.

## Health, Safety, Security and Environment
**1**

Gain a broad overview of the key areas of an integrated HSSE management system and its legal requirements. Obtain an understanding of how to identify hazards and risks in the workplace and how to make HSSE part of day-to-day organisational life.

## Maintenance Plan Development
**3**

Learn how to develop asset care plans to manage the inherent failure modes of an organisation's physical assets. Gain an understanding of the optimum maintenance mix methodology used to develop and improve asset care plans, ensuring the highest overall equipment effectiveness at optimum cost. Investigate the link between asset care plans and work planning and control.

## Maintenance Planning and Scheduling
**3**

Gain insight into the critical function that maintenance planning and scheduling plays in today's asset management environment. Equip yourself with the necessary work planning and control skills to understand maintenance strategies, production plans and allocate resources. Learn how to introduce continuous improvement activities into your planning and scheduling environment.

## Improving Reliability through Operator Asset Care
**2**

Gain insight into the areas of TPM, autonomous maintenance and operator asset care. Understand the role and impact of operators in asset care and the mechanisms used to implement and sustain effective operator asset care in cleaning, inspections and repairs.

## The Importance of Work Order Data
**1**

Understand the different types of work, system generated and manual work orders and the importance of accurate work order information. Gain insight into how work order data is transformed into KPIs and information. Learn how to interpret basic asset management KPIs.

## The Role of Operators in Asset Care
**1**

Understand the need for and role of operators in asset care, focusing on essentials such as the importance of cleaning, inspections and repairs.

## Spare Parts Management
**3**

Gain control of your maintenance and asset management by streamlining your spare parts processes and practices with practical methods and concepts. Use state of the art but simple concepts to create the perfect balance between spare parts availability, working capital, and operational costs.

## Practical 5S
**2**

Understand the concept of 5S, its benefits and how it is used in the organisation. Gain practical tips and techniques to implement and sustain 5S in the workplace.

# Curriculum Overview

## Lubrication Principles

**1**

Understand the role, theory and fundamentals of lubrication and how to measure the success of a lubrication programme. Gain knowledge about the selection and application of lubricants as well as effective care and storage measures.

## Tool Management

**1**

Learn about tool management best practices and how to identify and improve current hand tool and special tool management practices. Understand what effect good tool management practices can have on the overall effectiveness and efficiency of maintenance execution.

## Asset Life Cycle Management Overview

**1**

Understand the concept of life cycle management with its associated processes such as value optimisation, investment management and capital projects management. Learn about the impact of asset data accuracy on the organisation.

## Asset Life Cycle Management

**3**

Understand the key life cycle management activities of an asset and acquire practical knowledge of how its life cycle costs are calculated. Discover how to effectively use these calculations in repair/replacement decision-making, developing a costing model and an asset strategy.

## Shutdown and Outage Management

**2**

Understand the critical success factors for the effective management of a shutdown or outage event. Gain insight into the skills required such as resource planning, contractor and supplier engagement, risk control as well as performance management, measures and post-event analysis.

## Developing an Asset Management Scorecard

**2**

Understand the importance of a performance measurement system and how to develop an effective asset management scorecard. Gain insight into the complexities which define key performance indicators, such as benchmarking, setting targets and being able to effectively communicate these KPIs to relevant stakeholders.

## Root Cause Analysis

**1**

Understand the key processes and skills involved in problem solving and decision-making in your organisation. Learn how to use root cause analysis to solve problems and master the application of various problem solving techniques, including 5W1H, problem scene investigation, and 5 why cause and effect analysis.

## Structured Problem Solving

**3**

Obtain an in-depth view of the fundamental aspects of problem solving with the specific objective of creating a structured and practical process for solving problems. Learn how to apply each of the DMAIC problem solving steps to implement sustainable solutions for substantial problems.

# Value Proposition

- With 3 very specialised streams, each focussing on the different levels within the organisation, it allows focus on a particular level of person such as a strategic Asset Management Practitioner; Tactical Asset Management Practitioner or on the floor with the Operational teams. This allows the elusive golden thread to be weaved from the boardroom to the floor, thus carrying the same message throughout the organisation and further giving invaluable alignment to the organisations Balanced Scorecard or Performance Management System.

- Because of its clever design, it allows for a very flexible implementation. Clients can:
  - use the CAM framework as a picking list to run courses on an ad hoc basis
  - work hand in hand with the company Asset Management Strategy by running courses in parallel to the maturity / KPA / Subject being focused on at that point in time. This approach allows for annual training plans to be budgeted.
  - use the CAM framework as a picking list to build their own customised Asset Management Advancement programmes on each level encompassing as many courses as they wish on each level.
  - implement CAM as a specialised Asset Management Training Programme year by year and level by level
- implement CAM as a specialised Asset Management Training Programme as a full culture change by implementing the entire certificate for all 3 streams. Industry and / or client specific customisation is certainly worth considering if this is your chosen option and proves to be a favourite amongst clients

- It can further be used as a learning pathway to assist in building competency for succession planning

# Pragma Academy

### SAAMA Accredited Training
### Service Provider CPD Accredited Courses

CAM certificate course
Training is conveniently scheduled on the client's premises and sessions are scheduled over a three year period according to the client's calendar.

Public courses
Visit the Pragma Academy website to view the dates and venues of the public courses and to register.

## Contact Us

- 🌐 www.pragmaworld.net/academy
- 📞 +27 11 848 6940
- ✉ pragma.academy@pragmaworld.net