

FACILITIES MANAGEMENT

for PLANT ENGINEERS in a MANUFACTURING ENVIRONMENT

29 – 30 OCTOBER 2008, SHAH VILLAGE HOTEL, PETALING JAYA



OBJECTIVE

Over the years, facilities management has gained recognition as a strategic component responsible for the success of an organization. It is moving away from its traditional focus on building to the people and business itself. The ever increasing advancement of technology has smoothened the facilities operation for most organizations. It is widely accepted that practitioners need to keep up with the available technology offerings, to ensure that their daily duties are made easier. This session will discuss the latest offering of new technologies and how they can play an important role in facilities management in a manufacturing environment.

At the end of the programme, participants will be able to understand:

- practice and apply the concepts of Facilities Management learnt;
- have a firm grip on the various terminologies used in Facilities Management;
- understand better the advantages of the CMMS;
- see clearly the interaction between PM and PdM activities

The FACILITATOR

ENGR. N. JAYASEELAN MIEM, MIET, MASME

BEng(Hons) Mech Eng (UMalaya), HND(Mech) Leeds Poly, UK



ENGR. N. JAYASEELAN obtained his Higher National Diploma in Mechanical Engineering from Leeds Polytechnic (UK) and subsequently a Bachelor Degree (Honours) in the same discipline from the University of Malaya.

He was one of the recipients of a scholarship awarded by the Association of Overseas Technical Scholarships (AOTS) from the Ministry of Economy, Trade & Industry of Japan to attend a course on pumps which was organized by the Ebara-Hatakeyama Memorial Fund in collaboration with the Assoc. of Consulting Engineers M'sia.

He has about 25 years of working experience in various industries, which includes building maintenance, foundry, water and sewerage industries, etc. He has vast theoretical and practical knowledge on pump design, selection, installation, operation, maintenance and trouble-shooting.

The PROGRAMME DAY 1

08.30 Registration

09.00 SESSION 1 – THE ROLE OF PLANT FACILITY ENGINEERS/ MANAGERS

What is Facilities Mgmt / The evolvement of the term Facility Mgmt / What is a Facility Manager / Common Facility Mgmt Tasks / The Facility Mgmt Industry / Reviewing today's facility manager's roles, responsibilities and obligations / How can they add value to the organisation in the future / Understanding your Facility Management Vision and Mission

10.00 Refreshment

10.30 SESSSION 2 – OPERATION AND MAINTENANCE – VARIOUS ELECTRICAL & MECHANICAL SERVICES

- Common problems encountered in Air Conditioning systems and its counter measures
- Designing an Effective Pressure Booster System for a Multiple shower System:- A Case Study
- Improvement and Maintenance Programmes for Existing Buildings

1.00 Lunch

2.00 SESSION 5–TYPES OF PLANT MAINTENANCE–PREVENTIVE MAINTENANCE
General / Scope of Work / Workmanship and Materials / Supervision and Workforce / Service and Maintenance Records / Repair to Defects / Other Functions / Operations and Maintenance of the various M&E Services / Maintenance Schedules for the various M&E Services

3.00 Refreshment

3.30 SESSION 4 – PREVENTIVE MAINTENANCES (P.M) - cont'd

PM Development / PM Work Order dispatch / PM Work Order activity / Facility Maintenance Performance Review / Inventory Management Quality Control Process Flow /

4.30 Adjourned

DAY 2

09.00 **SESS. 6–TYPES OF PLANT MAINTENANCE - PREDICTIVE MAINTENANCE (PdM)**
Objective / Methodology / Frequency

10.00 Refreshment

10.30 SESSION 7 – FACILITY GENERAL MAINTENANCE

- Performance review
- Process Flow Chart for Maintenance Audit
- Audit Summary Sheet

11.00 SESSION 8 – EFFECTIVE ENERGY AND WATER CONSUMPTION MGMT STRATEGIES – TO REDUCE OPERATIONAL COSTS

Energy Conservation Policies / Effective Energy and water Consumption Management Strategies to reduce Operational Costs / Old Building Equipment Versus new ones (Comparison of Energy Usage) Energy Efficiency and Conservation Principles / Energy Efficiency and Conservation Practice for Pumps:- A Case Study

1.00 Lunch

2.00 SESS 9 - OUTSOURCING FACILITY MGMT
When & How / Developing Key performance Indicators (KPI) for "Best in Class" Facility Management / In-House versus Outsourcing of the Facility Mgmt unit / KPI's / Service Level Agreements – The do's & don't's.

3.00 Refreshment

3.30 SESS 10 – COMPUTERISED MAINTENANCE MANAGEMENT SYSTEM (CMMS)

- The Asset Register
- Work Requests Tasking

4.30 Certificate of Attendance Presentation / End of Workshop

WHO SHOULD ATTEND

- Facilities Managers
- Facilities Engineers
- Facility Supervisors
- Plant Engineers
- Maintenance Engineers
- Property and Asset Managers
- Academicians & Researchers

THE FEE

RM 1,800.00 Per Participant
For group participants of (3), the Overall Discount is RM 300.00

Organised by:

PLANT & MACHINERY ENGINEERING CONSULTANTS
(001716807-K)

E1-11, Tiara Duta
Persiaran Putra, Taman Putra Sulaiman
68000 Ampang, Selangor Darul Ehsan

Tel/Fax: 603-4270 7709 (Admin.)
Fax : 603 -7960 9312 (Training)

Email: training@plantmac.com
plantmac@gmail.com

Further Enquiries/Registration
En. Ahmad Norzaimy : 013-272 1252



"I/We would like to attend the 2-Day Short Course in "FACILITIES MANAGEMENT – for PLANT ENGINEERS in a MANUFACTURING ENVIRONMENT" dated 29 – 30 October, 2008 at Shah Village Hotel, Petaling Jaya, Selangor.

Enclosed herewith a Crossed Cheque/ Bank Draft/ Money Order/ Postal Order/ Government Purchase Order No. _____ for the sum of RM _____ issued in favour of "PLANT AND MACHINERY ENGINEERING CONSULTANTS"

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Contact Person:

FAX: 03 - 7960 9312