MERCURY

Achieving CMMS Data Integrity

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Introduction:

Many CMMS new data builds are performed very badly or frequently companies upgrade their CMMS and upload legacy data to the new version. Frequently the data build is outsourced to engineering consultants or companies who specialize in this type of activity. The main reason for a lack of data integrity is a lack of standards and guides so the people involved do what they think is the right way, but everyone has different ideas.

This workshop delegates the best practices in building the CMMS data during the preoperational phase and how to carry out major clean-ups of the equipment and spare data.

- provides a structured approach to all aspects of data builds for new builds.
- shows how to carry out critical reviews of current CMMS Data
- shows the quality checks and how to transfer legacy systems.

Targeted Groups:

The training is intended for:

- Maintenance Personnel.
- Inventory Management Team.
- Asset Management Team.
- Data Analysts and Reporting Specialists.
- Cross-Functional Teams.

Training Objectives:

By the end of this course the participants will be able to:

- Understanding CMMS Basics.
- Data Entry Best Practices.
- Data Integrity Principles.
- Maintenance of Data Quality.
- Security and Access Control.
- Reporting and Analysis.
- Hands-on Practice and Simulation.
- Ongoing Support and Evaluation.

Targeted Competencies:

- System Navigation.
- Data Entry.
- Data Validation.
- Troubleshooting.
- Data Interpretation.
- Root Cause Analysis.
- Performance Metrics.
- Regulatory Knowledge.
- Audit Preparation.
- Documentation.
- User Training.
- Collaboration.
- Reporting.
- Process Optimization.
- Feedback Incorporation.
- Adaptability.
- Access Control.
- Security Protocols.
- Record-keeping.
- Version Control.
- Accountability.
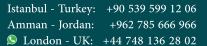- Influence.
- Change Management.

Course Content:

Unit 1: Introduction to CMMS Data Build:

- Common problems with data builds.
- Scope of CMMS Data & Process.
- CMMS version Upgrades and Critical Reviews.
- Which is the best tool, MS Excel or MS Access?
- Features of MS Access.
- Exercises spares cataloging.
- Introduction to MS Access tables, queries, and reports.

Unit 2: Maintenance & Spares Coding:

- Approaches to criticality for Equipment & Spares.
- Equipment class.
- Failure classes.
- Shutdown codes.
- WO Priority codes.
- Building the failure coding structure.
- Exercise Failure Code Structure.

Unit 3: Building the Asset Register:

- The building processes.
- Develop Guides & Standards.
- Naming & Numbering conventions.
- Maintainable Groups.
- Conducting quality checks.
- Equipment attribute.

Unit 4: Building the Spares Database:

- The building processes.
- Develop Guides & Standards
- Naming & Numbering conventions
- Conducting data quality checks
- Determining inventory levels
- Exercise building spares register.

Unit 5: Building the PM Data:

- introduction including definitions.
- Maximo versus SAP - common terminology.
- Developing generic strategy guides including those based on FMEA concepts.
- Writing effective tasks is good practice.
- Job Plan formats.
- Routes and Linking PMs to Tags.
- Quality checks.
- Exercise.