Förhandsgranskning / Preview

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Guide for Introducing Operator Maintenance

Scope

This guide is aimed at plants intending to introduce operator maintenance. Introducing operator maintenance is a time-consuming and resource-intensive task, but it pays off in the long term. The initiation time for various stages of the introduction process can be reduced with the assistance of this document, which provides a framework for introduction of operator maintenance.

The purpose is to:

- provide guidance on what a training course for several different skills levels ought to include,
- show how it is possible to determine what operator maintenance may involve,
- describe the introduction process for operator maintenance as a guide for training,
- provide examples of how training can be provided for operators who will be carrying out elements of maintenance that are appropriate during normal operation of a plant.

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Appendix 1: Guide for Introducing Operator Maintenance, flowchart

Appendix 2: Guide for Introducing Operator Maintenance, competence matrix

Appendix 3: Guide for Introducing Operator Maintenance, examples of training materials

1 Terminology

Item - Part, component, device, subsystem, functional unit, equipment or system that can be individually described and considered.

OPMA - abbreviation of operator maintenance in this document. Common abbreviations for operator maintenance in other sources are:

- **OM** - Operator Maintenance
- **OPM** - Operator Performed Maintenance

Tools - This document refers to both mechanical and electronic tools. Screwdrivers, overhead cranes and computer terminals are all tools.

2 Concept description

The sections below describes training courses and process comprehension for various skills levels. Each main section provides a foundation for training, but the people who are responsible for the introduction of operator maintenance are also the people responsible for the final format of the training.

Furthermore, the concept for this document involves:

- providing guidance on how operators should play a greater active part in the care of machinery and equipment,
- indicating how operators can work out what steps are appropriate to take,
- providing guidance on how interaction with maintenance staff ensures more efficient use of time,
- indicating opportunities to avoid emergency corrective maintenance.

3 Introducing Operator Maintenance

This section provides a guide for training a steering committee and project team/change team on how to handle the introduction of operator maintenance. Providing team members with information on which steps and activities are required for successful introduction, as well as an insight into their own roles in order to establish a well-prepared introduction.

Appendix 1 - *Guide for Introducing Operator Maintenance, flowchart* shows which steps are required for introduction to be possible. Explanations of all steps are provided later on in this section.