

# Better Planning and Scheduling 101

Your SAP Routine Maintenance Guide

August 31<sup>st</sup>, 2021



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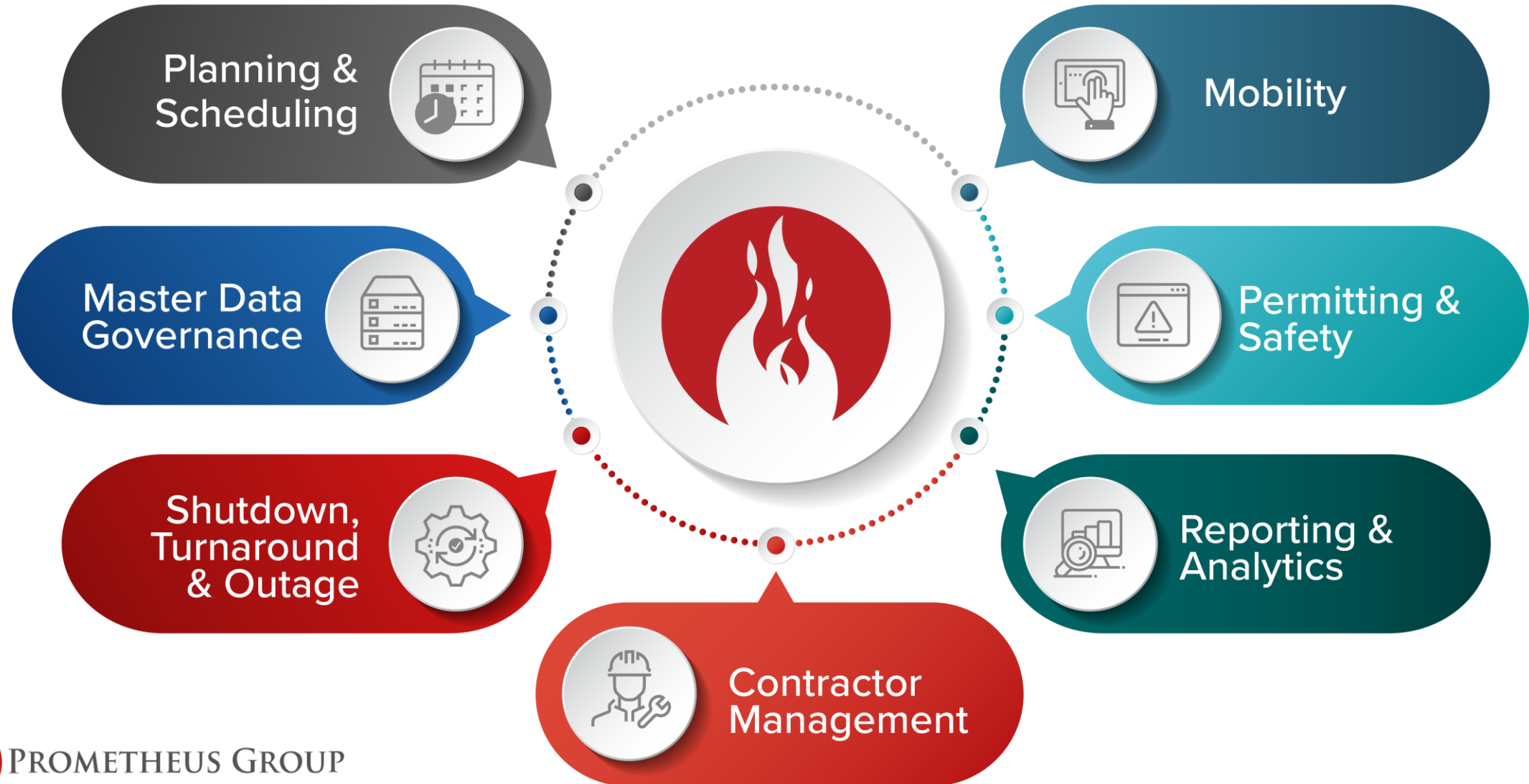
Drew Fraser – Functional Consultant

Sean McWhirter – Global Manager,  
Functional Consulting

# Agenda

- Prometheus Group Introduction
- Planning and Scheduling Discussion
- Q&A

# The Prometheus Platform

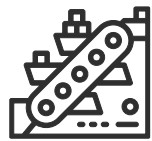


# Prometheus Group

- Founded in 1998
- Headquartered in Raleigh, NC, USA
- 14 global offices
- Integrated and intuitive software
- Partnerships with industry leading companies



**TOP 8**  
Oil & Gas



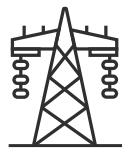
**TOP 7**  
Mining & Metals



**TOP 7**  
Pulp & Paper

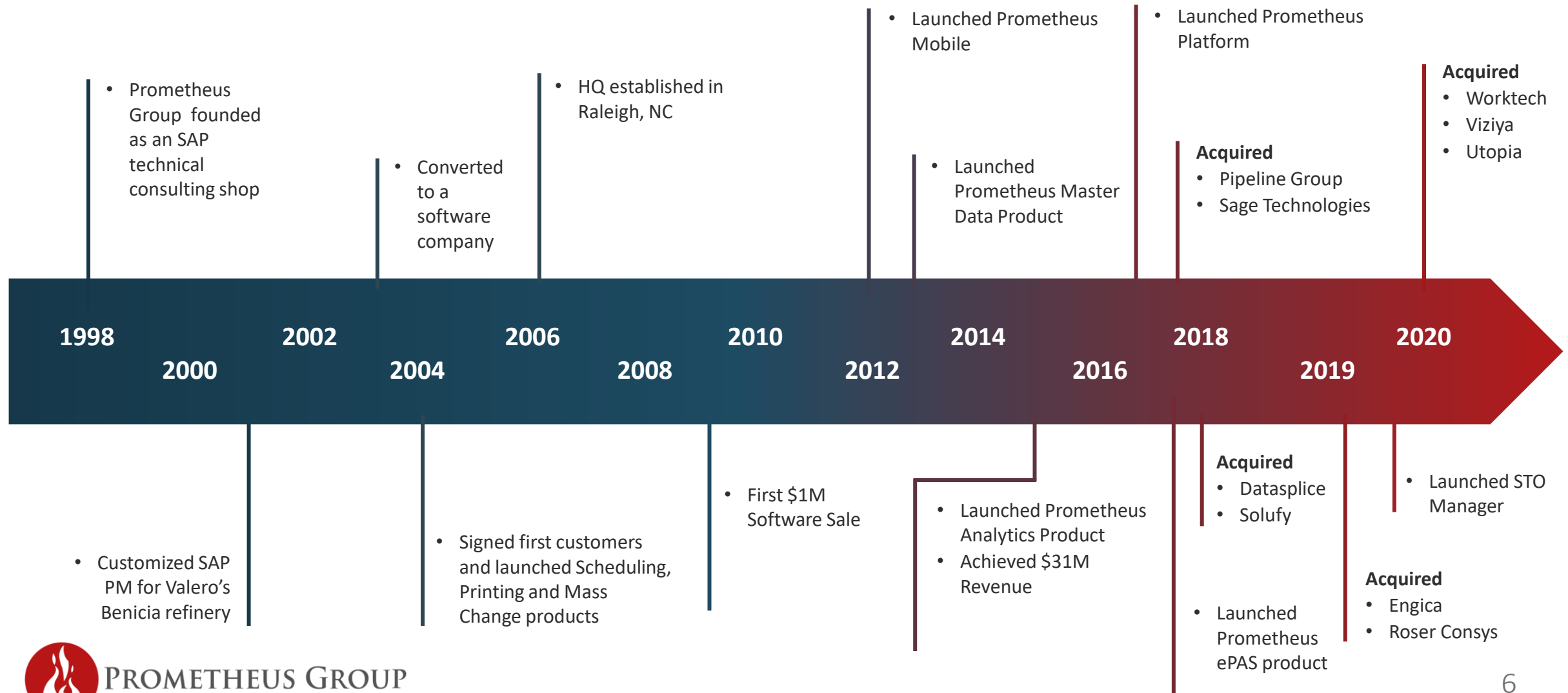


**TOP 6**  
Chemical



**TOP 6**  
Utilities

# The Prometheus Journey



# Key Customers



# Why Planning/Scheduling is Necessary

- Provide reliable plant capacity
  - Minimize downtime
  - Reduce Costs
- Increase amount of work being done
  - Catch-up on Backlog
  - Free up Work force
  - Resource utilization
- Ensure work quality
  - Done right the first time



# Common Challenges

- Stuck in a reactive mindset
  - Fire-fighting
  - “This is the way it has always been done”
  - Endless cycle
- Maintenance Department has no standard process
  - No dedicated Planner/Scheduler
- Non-productive time is normal
  - Searching for parts/equipment
  - Seeking additional instruction

# Notification:

Used to notify maintenance department about an abnormal or exceptional situation(s) in technical objects at the plant



# Notifications

- Empower all employees to enter or submit
- Abnormalities
  - Safety
  - Equipment
  - Breakdowns
- Asset History
  - Reliability reporting
  - Helps with future Planning
- Gatekeeping
  - Validate Work before overflowing backlog
  - Duplicate review

# SAP Notification Best Practice

- Description of Issue
- Location and Equipment identified
- Long Text to record preliminary findings or recommendations
- Pictures/Supporting info
- Craft Estimate
- Priority
  - Not everything is a P1
- Notification Codes
  - Object, Problem, Cause

# Planning:

Preparatory work given to maintenance work orders before assigning to a craft person for work execution





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1 hour of planning will save 3 hours of work...Planning is the biggest improvement one can make to a maintenance program

-Richard D. Palmer



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# SAP Planning Best Practices

- Craft and skill level required
  - Work Center/Credentials
- Where will the work be done?
  - Details on location and asset information
  - Permitting and Safety
- Execution Strategy
  - Repair/Replace
  - Operational Steps
  - Task Lists

# SAP Planning Best Practices

- Materials/Equipment Needed
  - Utilize Bill of Materials
  - Material Reservation
  - Order Non-Stock Parts
  - PRT's or Special Equipment
- Labor estimates
  - How many people
  - Expected hours
  - Planned vs. Actual
- Apply User Status
  - Planning In Progress
  - Planning Complete
  - Ready to Schedule
  - Scheduled



# Planning 101 Principles

- Dedicated department within Maintenance
- Provide one-weeks worth of planned work
- Records kept on equipment and job history
- Respect the skill of the craft
- Wrench-time to measure success

# Scheduling



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# Scheduling Best Practices

- Tiered Scheduling
  - PM's first
  - Major Work
  - Targeted Work
  - Fill-In
- Review, Adjust, Approve, Communicate
- User Status updated to 'Scheduled' (5SCH)

# Scheduling 101 Principles

- Basic job plan is crucial
- Understand criticality
  - Priority
  - ABC Indicator
  - Impact on Production
- Consider every available hour
- Daily schedule maintained by Supervisors

# Recap

- Planning reduces unnecessary delays on the job
- Scheduling reduces delays between jobs
- Supervisors play a key role in improving wrench time and overall work completed
- Together we can provide a reliable and improved plant capacity

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# Questions?



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A background image showing two people shaking hands. The person on the left is wearing an orange safety vest, and the person on the right is wearing a dark blue button-down shirt. The image is overlaid with a semi-transparent blue filter.

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# Thank you



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