

# MAINTENANCE MANAGEMENT PROFESSIONAL

## Certification Program



**Excellence in Maintenance  
Management**



**PEMAC Asset Management  
Association of Canada**

*Canadian Leaders In Asset Management*

PEMAC is a Canadian, not for profit association enabling excellence in maintenance, reliability, and asset management through collaboration, applied learning, and advocacy. Through effective management of built and natural physical assets, PEMAC members positively impact the daily lives and well being of Canadians from coast to coast to coast.

## THE PROGRAM

Developed by PEMAC in 1990, the Maintenance Management Professional certification program provides participants with knowledge and skills necessary for effective management of an organization's existing physical assets. The program is designed for a variety of roles, including maintenance and reliability managers, superintendents, coordinators, planners and schedulers working in public and private sector organizations, responsible for operations and/or maintenance of complex or critical physical assets.

Content in the 8 modules delivers practical strategies, techniques and tools to drive improvements in uptime, production capacity, equipment reliability, safety, environmental compliance, economic life of assets, return on investment and effective communication between departments.

### MODULE 1

#### AN INTEGRATED STRATEGY FOR MAINTENANCE MANAGEMENT ( 15 HOURS )

Based on the course text, Uptime, Module 1 develops the framework for thinking about a strategic approach to maintenance management that is integrated with the business. Drawing on the elements presented in the "Maintenance Excellence Pyramid" of Uptime, participants in Module 1 will learn how strategy, people, basic care, materials management, performance management, work management, support systems, and tools such as RCM (Reliability Centered Maintenance) and RCFA (Root Cause Failure Analysis) can work together to build a culture of excellence.

### MODULE 2

#### PRODUCTION AND OPERATIONS MANAGEMENT FOR THE MAINTENANCE MANAGER ( 30 HOURS )

This module links maintenance strategies with those of production and operations. By studying production methodologies maintenance managers will be better prepared to apply these techniques to improve the performance of their business unit and align their efforts to support the production goals of the organization.

- Aligning maintenance strategy with corporate strategy
- Continuous Improvement
- Implementing quality control
- Overview of production systems and operations scheduling
- Lean manufacturing principles and techniques



### MODULE 3

#### HUMAN RESOURCES MANAGEMENT FOR THE MAINTENANCE MANAGER ( 30 HOURS )

This module looks at how human resources practices relate to the maintenance environment. Topics covered include the role of human resources in maintenance management, meeting legal requirements, recruitment and selection, orientation training and employee development, proper application of performance appraisals, the union management interface, managing change through effective leadership and managing safety in the workplace.

- Understanding the legal aspects of human resource management
- Dealing with worker issues within the maintenance environment
- Human resource planning
- Compensation management
- Applying recruitment and selection procedures
- Conducting performance appraisals
- Implementing performance management
- Managing safety within a maintenance environment

## MODULE 4

### FINANCIAL MANAGEMENT FOR THE MAINTENANCE MANAGER ( 30 Hours )

This module empowers maintenance managers with a solid understanding of financial management principles and equips them with the necessary skills to make informed and financially responsible decisions in their organizations. By bridging the gap between maintenance management and finance, participants will become effective communicators with finance professionals, contributing significantly to their organization's overall performance. Participants will apply financial management principles to real-world maintenance scenarios, while analyzing, interpreting and communicating financial statements effectively as well as develop and manage budgets for a variety of maintenance activities.

- Basic understanding of accounting principles
- Understanding how costs flow in an enterprise system
- Project analysis
- Budgeting/forecasting
- Cost analysis for management decisions
- MRO inventory management

## MODULE 6

### MAINTENANCE WORK MANAGEMENT ( 30 Hours )

Effective Work Management ensures that the right maintenance work is done on the correct assets, at the right time, using the right resources and the right tools. This module provides a study of the fundamental principles of the work management process in addition to the basics of planning, scheduling and work coordination methods.

Upon completion of this module, participants will have a sound understanding of work management processes, practices and tools, and how to effectively apply them to achieve the goals of improving reliability while minimizing interruptions to production processes and/ or services through:

- Integrating proactive maintenance tactics
- The effective use of resources
- Aligning maintenance activities with production or service schedules
- Developing and documenting maintenance strategies
- Proper prioritization of identified work
- Integrating proactive maintenance tactics

## MODULE 8

### CAPSTONE COURSE ( 30 Hours )

Through the application of the key learning elements from the previous seven MMP modules participants apply the principles, latest concepts and techniques to a final project. Participants will select a project that will audit, assess and improve their current maintenance departments or develop a new maintenance strategy in their company or resolve a significant maintenance issue within their departments.

## MODULE 5

### MAINTENANCE STRATEGY DEVELOPMENT ( 30 Hours )

This module focuses on the elements informing the development of a robust maintenance program that aims to have physical assets performing safely, capably, reliably, and repeatedly to their desired performance in their given operating context. Introductory topics include failure definitions, the fundamentals of a maintenance program, and asset criticality analysis, followed by the main types of maintenance and their associated tasks.

Identify the processes and methodologies used to develop a maintenance program. This includes Reliability Centered Maintenance (RCM) and a detailed review of the seven questions, as well as a few other processes. Discuss PMO methodology and additional tools to identify tactics. Participants will gain a better understanding of what developing a maintenance program entails, and an informed knowledge of the various maintenance processes and methods used in the industry.

## MODULE 7

### MAINTENANCE INFORMATION MANAGEMENT ( 30 Hours )

This module will demonstrate why collecting and managing maintenance information is important for realizing value from assets and aligning maintenance management with the organization's overall objectives. Participants will learn when and where maintenance information is critical within the asset's lifecycle, and particularly within the maintenance management functions. This module will discuss the processes and tools that create, collect, and manage maintenance information, and how to manage data efficiently and effectively.

Upon completion of this module participants will recognize maintenance management processes and information systems that define, collect and, transform data and information to underpin decision-making foundations.

There is also the option of developing a "Greenfield" maintenance strategy and program upon approval from the instructor. The assessment of the Capstone projects is intended to qualify participants for their MMP certification and designation.

Recommended Pre-requisite: Modules 1, 2, 3, 4, 5, 6 & 7

# MAINTENANCE MANAGEMENT PROFESSIONAL PROGRAM

2000+

Maintenance, reliability and asset management professionals have been awarded the MMP designation

92%

MMP-certified members rate the contribution of their learning from the program to their department's or organization's performance as excellent or very good.

## PROGRAM DELIVERY - 2 GREAT OPTIONS

MMP modules are offered live, online at authorized teaching institutions, in English and French, across Canada. Check the PEMAC website for each Institution's published schedule or consider a private offering for your organization that can be delivered face to face, live online or a hybrid option.

## PROFESSIONAL DESIGNATION

Participants who successfully complete all 8 modules are awarded exclusive use of the Maintenance Management Professional (MMP) designation and become PEMAC members.



The support of leadership within my organization had a tremendous impact on how successful I was in the MMP program. Their investment and encouragement in my education has delivered improvements to both my team and the overall organization. I continue to share the knowledge gained from the program and other participants from around the world in my role as a manager.



Hassan Sadiq, MMP, Supervisor Materials Management at Canadian Natural Resources Ltd. in Edmonton, AB



## PROGRAM RECOGNITION

In addition to being recognized of having the gold standard for the asset management profession, MMP certification is recognized by a growing number of organizations.

## SPECIAL MEMBERSHIP OFFER

Individuals currently enrolled in any MMP module are eligible for a 1 year complimentary PEMAC membership.



## FOR MORE INFORMATION CONTACT:

📞 905-823-7255 | ✉️ [pd@pemac.org](mailto:pd@pemac.org) | 🌐 [pemac.org](http://pemac.org)