Long Term Preventative Maintenance Planning

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What is the purpose of developing a long term preventative maintenance plan?
• Preserve investments made in the facility
• Helps the facility function as intended
• Prevent facility system failures
• Sustain a safe and healthy environment
• Provides maintenance in ways that are cost-effective
Best Practices Used to Create a Successful Long Term Preventative Maintenance Plan
Inventory the facility components and evaluate their condition

• Preventative maintenance begins with an inspection to inventory the facility and obtain basic information on their condition
Build the capacity for ranking maintenance projects and evaluating their costs

- To operate facilities as they were intended and in a cost-effective manner requires thorough planning of all the necessary facility maintenance.
- Planning involves setting priorities and ranking them to target resources toward the areas with the highest needs.
- Also requires analytical tools to determine components’ full costs – including expected maintenance over their projected life cycle.
Strategically plan for preventative maintenance in the short and long term

- To get optimum benefits from preventative maintenance, you need to plan for it.
- Preventative maintenance should occur at the same time as planning for other maintenance; it is needed both for the short term (upcoming year) and long term (at least a five year outlook).
Structure a framework for operating a preventative maintenance program

- Preventative maintenance means inspecting, adjusting, lubricating, testing and replacing on a regular, ongoing basis
- To do this effectively, managers need a framework that supports the preventative maintenance program
Use tools to optimize the preventative maintenance program

• To gain optimum benefits from preventative maintenance, managers should incorporate preventative maintenance tasks into a work-order system and keep systematic records.

• To improve the quality of preventative maintenance, managers should periodically evaluate the program.

• Ongoing evaluations help identify what aspects of the program need improvement or what is working successfully and should continue.
Advance the competence of maintenance workers

- Regardless of the size of the maintenance workforce, ongoing training should be available to improve employees’ technical skills.
- Training represents an investment in helping employees reach their full potential, improves competence and productivity.
- Training is also necessary for job safety – WHMIS training for the proper use of chemicals.
Involve appropriate maintenance personnel in decision making and in communicating building needs

- Attention to maintenance needs is as important before the design and construction of a building as it is once a building is erected.
- In considering options for replacing or adding equipment, knowing future maintenance costs for each option allows informed decision making.
- In addition, when designing new or altered space, including maintenance perspectives along with the design professionals can help control future costs.
Summary

• Preventative maintenance requires strategic actions for prolonging the life of a building and its components
• Well structured preventative maintenance, incorporated into ongoing maintenance programs, offers the best chance for achieving intended results.
• Management can then better identify maintenance needs, determine their costs and set priorities