

Applying “Best Practices” to the Purchasing and Inventory Modules of MAXIMO to Support Plant Asset Management

This course will provide the understanding to develop sound business rules and processes that will allow the MAXIMO Purchasing and Inventory functions to support the MAXIMO Work Management Process. The use of the Materials Management functions in MAXIMO not only support the Maintenance of the Plant, but also, in a deregulated environment can help to save, and even make money by increasing unit availability. The course shows how to tie Work Management to physical assets like Material, Equipment, Tools and Labor. The course includes how to enhance the Work Management functions of MAXIMO to better increase unit availability. Finally we will show reports that help track costs associated with these physical assets. The following topics will be discussed:

- * Class Overview – brief description of the overall objectives of the class.
- * Overview of Inventory Module – Best Practices in setting up data standards, naming conventions.
- * MAXIMO Inventory Re-Order functionality and its advantages.
- * Best Practices for setting up Work Flow Processes for Storeroom Management such as Creating Inventory Items, performing Issues and Transfers, Barcode Options, Inventory Adjustments and Physical Count and Reconciliation abilities within MAXIMO.
- * Overview of Purchasing Module – Best Practices in setting up data standards, naming conventions.
- * Best Practices for creating Processes for Purchasing Materials for Inventory, Purchasing Services, and Purchasing Materials and Services for Work Orders.
- * Creating Blanket Purchase Order’s, Blanket Releases and Change Orders within MAXIMO.
- * Best Practices for creating Procedures for Receiving Items into Inventory from Purchase Order’s, Receiving Services and Materials for Work Orders, and Approving Service Receipts.
- * MAXIMO Material Cost Tracking functionality and its advantages.
- * Using Inventory within the Work Order Process – Best Practices.
- * MAXIMO Equipment “Spare Parts” and Inventory ‘Where Used’ functionality and its advantages.
- * Using Purchasing functionality within the Work Order Process- Best Practices.
- * Using Inventory and Purchasing Modules for Outage Planning in the PM Module – Best Practices.
- * Work cost tracking and forecasting using best practices of Inventory, Purchasing, PM and Work Order Modules.