VEHICLE MAINTENANCE MANAGEMENT TRAINING

Jointly organised by CILT Ghana and the WFP Transport Training Centre (TTC), this workshop is specifically designed to equip transport managers/officers, workshop foremen, garage owners, fleet technicians, and supervisors with advanced technical knowledge and practical tools. Participants will gain actionable insights into managing vehicle fleets effectively, ensuring optimal performance, stringent safety adherence, and robust cost control.

MAIN TOPICS:

1. Modern Maintenance Management
2. Maintenance Planning
3. Driver Accountability
4. Developing SOP
5. Manufacturers' Standards
6. Tools & Equipment Management
7. Performance Metrics
8. Safety & Risk Management

BREAKDOWN

1. Modern Maintenance Management
- Maintenance Philosophy
- Types of maintenance

2. Maintenance Planning
- Scheduling
- Intervals – considering manufacturers' recommendations, calendar months, kilometric/mileage coverage, vehicle use (hours)
- Levels/intensity of maintenance, e.g. Maintenance A, B, C, etc.

3. Driver Accountability Programs
- Implementing pre-trip inspection policies,
- Fuel efficiency incentives,
- Incident reporting procedures.

4. SOP Development & Audit
- Creating standardised procedures,
- Conducting internal audits,
- Root cause analysis of recurring failures

5. Manufacturers' Standards

- Levels of maintenance
- Documentation
- Warranty considerations
- Product familiarisation
- Quality control
- Training

6. Tools & Equipment Management

- Basic tools & equipment for type of garage
- Tools management

7. Performance Metrics

- Productivity and KPIs
- Quality of service

8. Safety & Risk Management

- Recall tracking,
- Accident investigation linked to maintenance,
- Corrective action processes (use case studies).