KOENIG SOLUTIONS · COURSE OUTLINE

Shutdowns & Turnarounds: Planning & Scheduling

Learn to plan, schedule and control shutdowns, turnarounds and outages from strategy through to close-out.

5 Days	5	29
DURATION	MODULES	TOPICS

COURSE OVERVIEW

This course covers the fundamentals of shutdowns, turnarounds and outages (STOs), including their contribution to the business, critical success factors and risk management. It then addresses pre-planning and preparation, covering stakeholder communication, organisation and roles, and the identification and prioritisation of work scope. It moves into planning for safety, quality and efficiency, including work survey, estimating, hazards and work breakdown structures, before covering scheduling concepts, resourcing trade-offs, budgeting and contractor management. It concludes with control of quality, time and budget during execution, commissioning, start-up and administrative close-out.

WHO THIS COURSE IS FOR

- **Shutdown Planners**
- **Turnaround Coordinators**
- **Maintenance Schedulers**
- **Project Managers**
- **Contract Managers**
- **Operations Engineers**

LEARNING OBJECTIVES

- Explain how STOs contribute to business outcomes and return on investment
- Identify critical success factors across the STO life cycle
- Assess risks associated with shutdowns, turnarounds and outages
- Plan communications and stakeholder roles during preparation
- Apply work scope identification, selection and prioritisation techniques
- Apply the 5Ms of work quality to planning and estimating
- Compare scheduling and resourcing trade-off techniques
- Evaluate execution performance against quality, time and budget targets

COURSE SYLLABUS

5 Modules, 29 Topics

DAY 1

01

Introduction to Shutdowns, Turnarounds and Outages (STO)

TOPICS

- How STOs can contribute to the business
- Critical success factors
- The impact of STO strategy on return on investment
- Justification of the scope and timing
- Introduction to the STO life cycle phases
- STO risk management

DAY 2

02

Pre-Planning and Preparation for Success

TOPICS

- Communications and the role of stakeholders
- Organisation, roles and responsibilities
- Preparation critical success factors
- Programmed work scope identification and selection
- Corrective work scope identification and prioritisation
- Risk-based scope of work

DAY 3

03

Planning for Safety, Quality and Efficiency

TOPICS

The critical outcomes of planning · The 5Ms of work quality · Work survey and analysis · Estimating · Hazards and contingency planning · The use of planning libraries · Work breakdown structure

DAY 4

04

Scheduling for On-Time Execution and Completion

TOPICS

- Scheduling concepts, terms, and standards
- Scheduling and resourcing trade-off techniques
- Scope-based budgeting
- Managing contracts and contractors

DAY 5

05

Staying in Control of Quality, Time, and Budget

TOPICS

- Work packages and logistics
- Quality planning and control
- Execution and schedule control
- Execution checkpoints
- Commissioning and start-up
- Administrative close-out, review and lessons learned

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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