

This course can be adapted to virtual classroom mode

Turnaround Management

5 days
Overview

OTAU-EN-A

LEVEL

Skilled

PURPOSE

This course provides an overall strategy to achieve the main turnaround objectives: safety, deadline and budget compliance.

LEARNING OBJECTIVES

Upon completion of the course, participants will be able to:
list the various steps of turnaround preparation and execution,
be aware of the typical errors and pitfalls in a turnaround context,
recognize the conditions for successful turnaround management,
determine the best practices to deal with own turnaround, in order to optimize cost, duration and safety.

WAYS AND MEANS

Numerous applications and cases studies.
An interactive delivery method that draws on participants' experiences.
Trainees mini-projects based on a standard plant.

LEARNING ASSESSMENT

Knowledge assessment quiz.

PREREQUISITES

Provide evidence of a professional experience of at least 1 month, related to the concerned field.

Agenda

TURNAROUND REQUIREMENTS

1 d

Turnaround justification: local regulation, maintenance, projects, plant availability.
Turnaround frequency and objectives: schedule, safety compliance, duration and cost.
Typical data used for a turnaround: economic incentives, scope definition.
Steering committee, organization and Key Performance Indicators. Financial breakdown and cost estimate.

TURNAROUND PREPARATION

2 d

Detailed scope, work-list analysis.
Work preparation: tasks sequencing, procedures, long-term material and spare parts orders.
Critical operation identification and preparation.
Cost estimation.
Scheduling: overview, detailed planning and milestones.
Safety plan - Logistics.
Scope challenge: internal and external review.
Team building techniques.

Contracting policy: clear understanding of the different types of contracts: lump sum, reimbursable, unit rates. Purchasing plan.
Contracting procedure.

SUPERVISION OF TURNAROUND ACTIVITIES

2 d

Planning and quality control.

Cost control activities during works.

Management of changes and contingencies.

Mechanical completion, commissioning and start-up activities: acceptances certificates; organization.

Unplanned and additional works management.

Reporting and turnaround assessment.

Occupational health and safety. Lock-out/tag-out procedures.

Risks dealing with hot works, lifting, works at heights, scaffoldings, electrical, piping, high pressure cleaning, work in confined spaces.

Job safety analysis. Prevention plans and work permits: regulation, education, constraints. Responsibility of the personnel.