



Maintenance University (MU) provides maintenance management briefings tailored to address the reference based knowledge requirements of each shipboard organizational tier, as well as those of off-ship maintenance team members. Briefings include sharing best practices, role of self-assessment in maintenance processes, tailored metrics reviews, and helping sustain common practices across the Force. Policy changes impacting Force maintenance are integrated into the MU presentations to ensure students receive the most current, relevant information.

New emphasis and additional detail has been added to most MU waterfront course offerings. These courses now include more information on configuration, CSMP documentation, PMS basics, PMS scheduling and use of SKED, spot check management and execution and the 3M certification process. Practical techniques to manage 3M processes have also been added. A new 3M refresher offering is available for Department Heads and Chief Petty officers. MU integrates the maintenance concepts of Reliability Centered Maintenance, Condition Based Maintenance and Continuous Maintenance in the context of the Surface Warfare Enterprise initiatives. Subject Matter Experts (SME) also can create tailored briefings for any specific target audience across the ship maintenance management spectrum.



### AMSEC's Capabilities:

**Senior Level Briefing** — Designed for prospective and incumbent Commanding Officers, Executive Officers, and Department Heads and also suitable for Ship's Availability Managers, Command Master Chiefs (CMC), this 1.5 to 2-day briefing covers Navy, Fleet and Force maintenance policy and processes, including:

- integrated understanding of all major elements of ship maintenance;
- availability work package development, management, and execution;
- Surface Warfare Enterprise (SWE) construct;
- maintenance team role; and
- SKED management (department heads).

**CO Maintenance and Modernization Business Plan Workshop** — Designed for ship COs, this 2-hour presentation provides refresher training focused on references, requirements and examples related to building the Maintenance and Modernization Business Plan.

**Department Head / LCPO 3M Refresher** — Designed for Department Heads and Leading Chief Petty Officers, this 1-day presentation emphasizes MDS and PMS system requirements and use of SKED and OMMS-NG.

**Surface Force Shore Maintenance Management Briefing** — Designed for shore maintenance team members, RMC leadership, and Staff/CLASSRON Material Maintenance Officers involved in planning, building and executing Surface Force ship maintenance availabilities, this in-depth 2-day briefing covers:

- Navy, Fleet, and Force current maintenance policies and processes;
- Navy organizational relationships for Surface Force ship maintenance and its financial support;
- requirements associated with availability planning and execution milestones, emphasizing the condition-based assessment process; and
- maintenance and modernization business plan development.

**Division Level Briefing** — Designed for Division Officers, this 3-day briefing provides:

- material assessment and maintenance organizational support;
- work candidate development and processing;
- maintenance management of PMS/MDS with emphasis on CSMP accuracy; and
- availability planning and execution from Division level perspective.

**Ship's Maintenance Management Officer (SMMO) Briefing** — Designed for SMMOs and Ship's Availability Coordinators, this intensive 1-day seminar addresses:

- management of shipboard interface to shore support;
- role in Maintenance Team; and
- CSMP accuracy planning and executing availabilities.





**3M Coordinator / LCPO Briefing** — Designed for ship 3MCs and LCPOs, this 1.5-day briefing provides:

- understanding the Navy and Force current maintenance policies and SWE/SHIPMAIN processes;
- understanding the duties of 3MC and LCPO with respect to maintenance management; and
- improve ship's configuration management and CSMP accuracy (emphasis on WC validation).

**Ship System Expert Briefing** — Designed for Ship's Force personnel who are selected for their specific equipment or system expertise, this half-day presentation provides attendees with the tools to:

- review and evaluate work specifications;
- track on-going job progress; and
- checkpoints and tests during Intermediate and Depot Level Availabilities.

**Work Center Supervisor Briefing** — Designed for WCSs (P01 and P02), this 3-day briefing provides WCSs with the tools to:

- understand and use the maintenance assessment process;
- document equipment conditions;
- plan and execute Ship's Force maintenance;
- track corrective maintenance assigned for accomplishment by off-ship activities;
- establish Work Center maintenance priorities;
- develop work candidates and integrate work; and
- review work specifications.

**Effective Work Candidate Writing Briefing** — Designed for Ship's Force personnel who prepare work candidates, this 4-hour presentation provides maintenance personnel with the tools to:

- correctly identify the item on which work will be performed;
- understand the importance of First-Pass Yield/Cycle Time/Maintenance Figure of Merit (MFOM);
- prepare a stand-alone work candidate;
- track the status of work candidates; and
- understand the LCPO's role in the documentation review process.

**Work Candidate Validation Briefing** — Designed for Ship's Force personnel and detailing the LCPO's key role in the validation review process, this 4-hour presentation is typically delivered at the ship-board level.

- Provides detailed metrics analysis of shipboard Work Candidate issues down to WC level;
- Provides process refreshment with emphasis on identified weak areas;
- Provides briefing on useful tools and periodic updates on key metric performance;
- Solicits involvement of Port Engineer/Shore Maintenance Team to improve work identification accuracy; and
- Role of LCPO.

Maintenance University provides the crews of Surface Force ships, as well as supporting shore-based maintenance managers, with the knowledge required to successfully plan and execute the full spectrum of shipboard maintenance, from CNO Depot Level Availabilities to Ship's Force Upkeeps. Limited practical exercises with AIS tools are available with some offerings. All MU briefings are reference based, comprehensive in scope, include associated metrics tailored to the audience, provide an integrated understanding of maintenance processes, include best practices and are delivered in the context of the Fleet Response Plan, the Fleet Readiness Training Program and Surface Warfare Enterprise processes.

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