



**ASSETS+**  
Alliance for Strategic Skills addressing Emerging Technologies in Defence

**EDUCATION & TRAINING**

# Management of the maintenance and equipment documentations - ID 4.8



Co-funded by the  
Erasmus+ Programme  
of the European Union

 **LEONARDO** Skills and Training

## DESCRIPTION OF THE COURSE:

- Context

The management of technical manuals and documents related to the establishment & maintenance of the aerospace/maritime systems or equipments, as well as the continued demonstration of organisation compliance with regulatory requirements, is of critical importance to the success of the organisation.

- Objectives

Documentation is an essential part of maintenance management. The course will give all the competencies to manage the maintenance documentation in order to provide the Engineering Officer with timely, complete, and accurate maintenance production data for planning, control, and analysis, and to provide an accurate record of completed work.

- Pre-requisites

Familiarity with the maintenance management.



## This programme is focused on:

- Professionals working in Defence and AeroSpace Industry (up-skilling and re-skilling activities) and
- University undergraduate students

**IMPORTANT:** This prototyped programme is **EXCLUSIVE FOR** partners of the [ASSETs+](#) [consortium](#) and [members of our network](#).

If you want to join the ASSETs+ Network and become part of our ecosystem, please, [click here](#).



## General information

- **Format: Online**
- **Language: English**
- **EQF level: 4**
- **Instructor: Rosario Giordano**
- **Hours: 12**
- **Host institution: Leonardo Skills and Training (ex Leonardo Technical Training)**



## Programme schedule

<b>12/05/2023</b> <b>09:00 – 13:00</b>	Maintenance operations and data collection
<b>16/05/2023</b> <b>09:00 – 13:00</b>	Project logs and benefits of using equipment maintenance logs
<b>19/05/2023</b> <b>09:00 – 13:00</b>	Warranty Claim Problems Cyber security



## Learning outcomes:

- ✓ Identify and use the documentation related to operations of maintenance of computer/devices/communications systems
- ✓ Understand how to organize, manage and maintain all documents storage in accordance with regulatory requirements
- ✓ Understand how to maintain master log of all manuals, including electronic & troubleshoot
- ✓ Understand how to access FAA & EASA Website for Technical Information
- ✓ Manage the activities of one scheduled or one unscheduled maintenance program
- ✓ Determine resource requirements
- ✓ Demonstrate fault diagnosis techniques
- ✓ Communicate maintenance progress and outcomes with designated personnel and authorities
- ✓ Review the compliance and effectiveness of maintenance activities undertaken.
- ✓ Determine resource requirements



## More information

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[www.assets-plus.eu](http://www.assets-plus.eu)



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