



A MESSAGE FROM THE MINING EQUIPMENT MANAGEMENT TEAM

Congratulations on being identified by your team to take part in the Caterpillar Mining Equipment Management Level 1 Workshop.

A lot has changed since the last time we hosted a Mining Equipment Management event. Our MEM / SPM support structure has changed, the roles and expectations of the Site Performance Manager position have evolved, and the industry continues to advance with technology, autonomy, and sustainability initiatives. Despite the evolving challenges and organizational changes, our focus remains the same – to provide mining products and services that enable our customers to enhance safety, improve availability, increase productivity, and lower their overall owning and operating costs.

The **Site Performance Manager** position continues to be critical to our “**Win at Site**” strategy. The SPM is positioned to be a trusted advisor to the customer and have the ability to rally the full power of the Caterpillar and Dealer matrix to meet the customer’s needs. To be effective, the SPM must have a strong understanding of the key areas of operation, being able to assess current conditions and detect opportunities. Most importantly they need the skills to evaluate and prioritize these opportunities and transform them into specific recommendations/actions.

Mining Equipment Management is a team effort. Caterpillar and Dealer teams must work closely with the customer to influence the maintenance organization and positively impact the customer’s uptime and CPT / TCO performance. Whether you’re a Site Performance Manager, Product Support Rep, or part of the extended Caterpillar or Dealer network, a strong understanding of Mining Equipment Management fundamentals will help you support the “Win at Site” strategy.

To support this development journey, Caterpillar has developed a curriculum with presentations from Subject Matter Experts as well as hands-on, practical assignments. Through your focus and effort, you will gain critical knowledge and become a valuable part of our Mining Equipment Management team to deliver improved value to our customers.

We look forward to seeing you there!

Global MEM Excellence Team

CATERPILLAR MINING EQUIPMENT MANGEMENT WORKSHOP OVERVIEW

For more than two decades, Caterpillar has been bringing Dealer and Caterpillar managers from around the world together to exchange information and ideas.

You are invited to attend a by-invite, **Mining Equipment Management Level I Workshop** hosted by Trakindo in Jakarta, Indonesia.

PT Trakindo Utama Head Office
TMT 1 Building, Ground Floor
Tiara Room 5,6,7
Jalan Cilandak KKO No.1, Jakarta

Dates: for this in-person workshop / program offering:

Sept 18 – 22, 2023

WORKSHOP OBJECTIVES:

- Contribute to the development of professional leaders in the field of Mining Equipment Management
- Build competency in the application of MEM processes, techniques, tools, and best practices.
- Aid participants in guiding their organizations toward the accomplishment of their mining operations performance goals.
- Enable stronger relationships, reinforcing customer trust.

WHAT CAN YOU EXPECT?

- A focused program covering common Mining Equipment Management processes and methodology – including application, operation, maintenance and repair, site management and non-technical competency skills.
- Comprehensive development opportunity through interactive presentations, group assignments, and case studies work.

DETAILS

Week	Mon	Tues	Wed	Thurs	Fri
Schedule	8 am - 5:30 pm	8 am - After Hrs.	8 am - After Hrs.	8 am - 5:30 pm	8 am - 2 pm

Lunch will be provided daily; however, dinner (Mon & Thurs) will be at each attendee's expense and leisure.

Note: There will be after hours case study work on Tuesday and Wednesday. Participants will work together after normal hours in small teams. Facilitators will be on hand to assist, and dinner will be provided. Please do not make any commitments (social plans or other) for these (2) evenings.

Travel Participants are responsible for their own travel and accommodation arrangements.

Please plan to **arrive** in Jakarta on **Sunday** before the workshop and plan departures to maintain attendance through the end of the workshop (2 pm Friday).

Pre-Work Pre-Work tasks/Modules (**15+ hours**) must be completed before the event

AGENDA

Below is a high-level, general list of key topics to be covered during the workshop.

A more detailed itinerary will be provided to registrants closer to workshop start date.

- Overview of Site Performance Strategy
- Mining Equipment Management Introduction
- Machine Application / Operation
- I-Spy Methodology
- Customer Support Agreements
- Foundational Elements of Maintenance Strategy
- Maintenance & Repair Processes – introductions and deep dives
- Key Metrics
- Product Problem Management
- Contamination Control
- Dealer Best Practices

Additionally, opportunities will be provided throughout the course of the workshop to engage in real-life application of the skills, tools, processes, and methodologies that are integral to the overall mining equipment management effort. A detailed agenda will be provided upon arrival.

Successful completion of the program is proven through prework (eLearning) completion, and display of key concept understanding (via discussion, case studies work and group presentations). Completion of the workshop will result in the awarding of a **'pass' status** for **Mining Equipment Management Level I** and a **certificate of achievement**.

WORKSHOP REGISTRATION

After receipt of this formal invitation, please register and indicate any dietary considerations here:

<https://forms.office.com/Pages/ResponsePage.aspx?id=v3exzjsBq0mKnEq84yr8HmDK67FimzxJq6dNqIVWClURThPNTYwQ1dWUDhYV1ZTRzROUU9SUKVEVC4u>

Please complete the registration form by **Aug 30th (Wednesday)**.

There is no fee for attendance at this workshop.

WORKSHOP DRESS CODE

Dress code is work casual. Please avoid shorts and sandals.

REQUIRED PRE-WORK

Attendance at the MEM Level 1 Workshop requires that prework be completed prior to the start of the event. Anyone who has not successfully completed all required learning and activities prior to the event will be notified of their non-compliance to workshop requirements and will not be eligible to receive a completed status for the workshop.

Required eLearning:

For Dealer Attendees, courses are available through the Caterpillar Global Dealer Learning Marketplace (DPC or local Dealer Learning Management System). Search for and enroll in the **“Mining Equipment Management (MEM) Level 1”** learning plan.

For Caterpillar Attendees, to access and receive credit for completing the eLearning courses, search **“MEM Level 1 Prerequisites”** in Workday Learning and enroll in the Curriculum. Note that #5 “Cat Customer Value Agreement: Services are Everyone’s Responsibility” is replaced by “The Role of Cat Component CVAs for Resource Industry Customers”.

Prerequisite Course List:

		DPC #
1	Basics of Surface Mining	33260
2	Basics of Mine Safety	33184
3	Mining Machine Applications / BPs	33267
4	Cat Customer Value Agreement: Services are Everyone's Responsibility	53890
5	M&R Processes for Mine Site Operations	33271
6	Parts Pro - Contamination Control & SOS Services	44435
7	Cat M&R Best Practice Documents - Backlog Management	40831
8	Cat M&R Best Practice Documents - Parts Management	40832
9	Cat M&R Best Practice Documents - Preventive Maintenance	40833
10	Cat M&R Best Practice Documents - Repair Management	40834
11	Cat M&R Best Practice Documents - Condition Monitoring	40835
12	Cat M&R Best Practice Documents - Planning and Scheduling	40836
13	Cat M&R Best Practice Documents - Continuous Improvement	41968
14	Cat M&R Best Practice Documents - Component Management	42043
15	Mining Continuous Improvement	56484
16	Product Problem Management	56323
17	Mining Equipment Management Top Tier Metrics	55027
18	Machine Pro - Owning & Operating Cost	20146
19	I-Spy 5 Step Process	55631

Required Mine Site Profile

Participants are also required to complete & submit a mine site profile for their specific site. See separate file for assignment instructions.

The eLearning and mine site profile work can take **15+ hours** to fully complete. Please plan ahead to complete the prework by the communicated due dates listed.

TRAVEL & ACCOMMODATIONS

Participants are responsible for their own travel and accommodation arrangements.

Airport Transfer Options

Local Transportation / Taxis

The recommended local transportation options are Blue Bird (normal taxi services) or Grab (car hire service).

Hotel Accommodations

There are 2 recommended hotels close to the Trakindo facility;

Aloft South Jakarta

Jl. TB Simatupang No.Kav 8-9, Cilandak Tim., Ps. Minggu, Kota Jakarta Selatan, Daerah Khusus Ibukota
Jakarta 12560, Indonesia
+622139701888

Mercure Jakarta Simatupang (7 min car ride)

Jl. R.A. Kartini No.18, Lb. Bulus, Kec. Cilandak, Kota Jakarta Selatan, Daerah Khusus Ibukota
Jakarta 12440, Indonesia
+622175999777

VISA REQUIREMENTS

A VISA is required for entering Indonesia. Please check the requirement for your country. For questions or support, contact YK Lee.

COVID CONSIDERATIONS

Participants are required to follow COVID 19 vaccination and testing rules for their country. If testing is required for travel arrangements, please take this in consideration when timing flights.

ACCESSING TRAKINDO FACILITY

Visitors are asked to enter Trakindo main lobby / receptionist area. The receptionist will be able to direct you to the training room.

PROGRAM CONTACTS

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