EAM PLAYBOOK™ WHAT IS IT?

The EAM Playbook™ is a complete, industry-tested, ISO 55001 compliant asset management system for lifecycle asset management. It is a proprietary asset management model of business processes, codes, data conventions, best practices, and other documentation designed to improve physical asset management. It provides a solid foundation for large-scale asset management operations, grounded in leading industry standards and refined by extensive field testing.

Contents

EAM Playbook™ contains over 300 documents, including:

- business practices, processes, and procedures;
- roles and responsibilities;
- business rules;
- information system requirements;
- master table naming conventions, taxonomies, and nomenclature standards;
- coding libraries (failure codes, work order codes, purchase order codes, etc.)
- key performance indicators and audit scoresheets
- asset management policy framework
- asset management strategy and objectives templates.

Organization

EAM Playbook™ is divided into six major sections. The first section, **Introductory Materials**, contains this introduction and a cover sheet, copyright page, and brief table of contents.

The **Executive Leadership** section contains high-level policy and strategy documents drafted and approved by the organization's upper management.

The three functional models—**Work Management**, **Materials Management**, and **Procurement**—are the heart of EAM Playbook™. They contain team roles and responsibilities, best practices for operational activities, technology requirements, master data libraries, coding structures, and performance measurement tools for the primary asset management functions: Maintenance, Reliability, Project Management, Materials Management (MRO Storerooms), and Procurement.

The **Appendices** include an extensive glossary of terms and acronyms, a complete table of contents, and a change request form.

ASSET MANAGEMENT SYSTEM

An asset management system is comprised of interconnected processes that govern how an organization's physical assets are managed. It controls all aspects of equipment and infrastructure management across the entire organization and throughout the complete asset life cycle, from planning and investing to operations, maintenance, and disposal. It standardizes how maintenance is performed and how assets are managed.

When properly designed and implemented, an asset management system improves asset reliability, increases operational efficiency, minimizes costs, reduces risks, and enables better performance analysis and decision-making. Most importantly, an asset management model aligns a company's asset management operation with its overall business objectives, ensuring that the company's physical assets are helping it to achieve its business goals.

Components

EAM Playbook™ provides a comprehensive asset management system that involves five components:

- **Organization & Management** defines both the overall vision and goals for the asset management system and the organizational structure and reporting relationships.
- **Practices** provide business rules, processes, procedures, and best practices for all activities related to the management of the company's physical assets.
- **Master Data** includes master data tables, naming conventions, and coding structures required for effective software system performance.
- **Information Systems** describes the requirements for reports to support asset management system practices.
- **Performance Management** offers key performance indicators and audit scoresheets to evaluate the success of the asset management system and enable continuous improvement.

Each of the three functional models included in EAM Playbook™ (Work Management, Materials Management, and Procurement) is organized into these five components.