

Erasmus+ project: Qualification, Validation and Certification of Maintenance Personnel

Goto meeting, 20th January 2020

Present:

Guðmundur Jón Bjarnason
Torsten Ekström
Ilkka Palsola
Zsolt Nyeste
Ingemar Andreason
István Páll
Jaakko Tennilä
Jan Skarka
Damjan Maletič

Absent:

Maria Malmrud
József Csiba
Mikaela Malmrud
Silvia Stepanova

Tomáš Hladík

1) Time table and budget for the next project step

Torsten showed the time table, next is to start creating questions for managers and supervisors/engineers, budgeted 20 + 20 = 40 days per country. One question takes about 1 hour, based on experience, so 40 days could cover about 320 questions. Torsten mentioned that next payment will be based on number of questions created. It is customary, in Sweden at least, that specialist from the industry will not get paid for creating questions, they will however get to participate in the pilot validation.

Not all team members have this understanding, based on the application, both in regards to the afterwards payment and also in regards to hours per question (it could take 2 - 4 hours per questions). Participants asked to keep track of the time used creating questions.

2) Development of validation questions:

- The process for development and quality assurance. Torsten showed slides explaining the process from creating questions, to validation, pre-tests, final questions, implementation in internal database and national adoption.
- Different types of validation questions. Multiple Choice Questions and Open Questions
- Templates and manual. Torsten showed the template, where Superior Subject = BoK heading from the Excel sheet *01 - Qualification for Maintenance Managers 200103.xlsx* from Torsten; Main Subject = line numbered n.n; Subject = Line number n.n.n

- Distribution of work tasks. Torsten proposed the following distribution, see picture below. It is assumed that we need 10 - 20 questions per subject.
 - We will start with Multiple Choice Knowledge - Questions, based on subjects in the Excel sheet *01 - Qualification for Maintenance Managers 200103.xlsx* from Torsten
 - It should not take more than one minute to answer each question, for a knowledgeable person
 - It is suggested that each participant (Slovenia, Sweden, ...) will use its resources to facilitate the work of creating questions. The questions will be created by specialists in the industry for free as they will get other benefits from this work, such as participating in the validation process
 - To begin with each country will make 5 questions and upload them, so we can look at them together at our next meeting.
 - We are focusing on managers and supervisors/engineers
 - Let's find out if there are existing questions available for reuse
 - Within ECC we have to look the exams as such

2. Proposed distribution of work

1. Maintenance within Physical Asset Management	Slovenien
2. Maintenance Management	Sweden
3. Maintenance Execution	Finland
4. Health, Safety & Environment in Maintenance	Iceland
5. Maintenance Engineering Techniques	Czechia
6. Maintenance Support	Hungary
7. Basic knowledge	Sweden

3) System support

Not discussed more than what is described above.

4) Upcoming multiplier events

Hungary might have one in 23rd of April and in Slovenia in third week of March. Some of the material needed includes the program, the idea, quality assurance, participants list and signature

5) Other issues

Gudmundur noted that he will make a pdf file for all available minutes. As of know, minutes will be put into a pdf file within one week from each meeting, giving participants one weeks to suggest changes if needed. No other issued discussed.