Approved Provider Education Program
SOCIETY FOR MAINTENANCE AND RELIABILITY PROFESSIONALS
About SMRP

The Society for Maintenance & Reliability Professionals (SMRP) is a nonprofit professional society formed by practitioners to advance the reliability and physical asset management industry while creating leaders in the field. SMRP provides unparalleled value for individual practitioners and organizations looking to expand their knowledge and skills in maintenance and reliability, and build more business connections with other professionals. SMRP is the premier asset management resource for companies looking to improve their processes and procedures. SMRP provides ANSI-accredited certification programs to validate the skills of practitioners and differentiate them when applying for jobs in maintenance and reliability.

About the Program

The purpose of the SMRP Approved Provider Education Program is to recognize Industry Partners who conduct continuing education and training aligned with SMRP’s Maintenance & Reliability Body of Knowledge (BoK) and/or the Global Forum on Maintenance & Asset Management’s Asset Management Landscape, Second Edition. Through the SMRP Approved Provider Education Program, Industry Partners gain an additional level of acknowledgement for their training offerings, while helping practitioners feel confident they are receiving quality education.
Program Requirements

**SMRP Approved Providers are expected to:**

1. Maintain an active membership with SMRP
2. Provide quality content related to SMRP’s BoK and/or the Asset Management Landscape, Second Edition
3. Provide clearly stated, measurable learning objectives
4. Provide qualified, professional and knowledgeable course instructors
5. Provide a learning environment that is conducive to continuing education (e.g. must include opportunity for Q&A with instructors)
6. Offer continuing education course hours to participants

Program Benefits

**SMRP Approved Providers receive a number of benefits. Approved companies will be:**

1. Recognized as having quality continuing education courses
2. Permitted to use the Approved Provider Education Program logo and statement
3. Recognized on the SMRP website, used by more than 5,000 members worldwide
4. Promoted to candidates interested in sitting for the CMRP
Application Process

To apply for approval, applicants should:

1. Review all program requirements
2. Complete the online application in its entirety, including all supporting documentation
3. Submit all applicable fees

Calculating Course Hours

SMRP reviews the number of proposed course hours for each training course to determine the appropriate Approved Provider Tier. One hour of education is equal to one course hour. This does not include overlapping lectures, breaks, lunches, dinners, evaluation time, etc.

Course hours are evaluated based on the number of hours awarded to participants, no matter the number of participants or the frequency of the course.

Applications and supporting documentation are reviewed by Kellen, SMRP’s management firm, and will not be shared with any outside party. Incomplete applications will not be reviewed.

Upon approval, applicants will receive a confirmation letter containing the number of approved course hours and the dates for which the courses are approved, as well as information about marketing materials. Declined applications will be eligible for a refund equal to the amount of the submitted licensing and program tier fees minus a $50 application processing fee.
Application Supporting Documentation

SMRP requires all applicants to submit supporting documentation that describes the proposed educational offering(s). The following documentation is required:

1. Marketing materials

Applicants must submit marketing materials for review. Materials include, but are not limited to, course brochures, fliers, certificates, etc. Drafts of materials will be accepted at the time of application, but must be finalized, submitted and approved by SMRP within 30 days of approval.

2. Program agenda

Program agendas should include a content outline that demonstrates the course(s) applicability to the subjects covered in SMRP’s BoK and/or the Asset Management Landscape, Second Edition.

3. Instructor qualifications

SMRP reviews instructor qualifications when considering applications. Applicants should submit the course instructor(s) resume, including credentials. All instructors should be qualified and knowledgeable in maintenance, reliability and physical asset management.

4. Learning objectives/evaluation

Proposed course(s) should have clear, measurable learning objectives that are advertised to not only SMRP, but to attendees.

5. Course environment

All proposed courses must be conducive to continuing education, meaning that each course must include the opportunity for question and answer sessions and teacher/student interaction.

6. Certificate (if applicable)

Approved Providers are encouraged to provide course attendees with certificates or statements verifying attendance.
Program Fees

The program runs on an annual basis from July 1 to June 30. SMRP Approved Providers are required to pay an annual licensing fee of $1,000. Additionally, fees will be assessed based on the total number of course hours offered from approved courses.

Fee Structure

Annual License $1,000

<table>
<thead>
<tr>
<th>Tier</th>
<th>Course Hours</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Tier 1</td>
<td>1-60</td>
<td>$500</td>
</tr>
<tr>
<td>Tier 2</td>
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<td>$700</td>
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<tr>
<td>Tier 4</td>
<td>101-150</td>
<td>$800</td>
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<tr>
<td>Tier 5</td>
<td>151+</td>
<td>$900</td>
</tr>
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Commitment to Confidentiality

In addition to its primary function of providing association management services for SMRP and other associations, Kellen maintains the confidentiality of highly sensitive corporate data. Confidential information received through the SMRP Approved Provider Education Program will be placed in secured, limited-access Kellen files. No individual company data is ever deposited in any Associations’ files (which are distinctly separate from the files of Kellen) or made available to any Association members. For more than 40 years, Kellen has been collecting sensitive and confidential data from hundreds of companies, including many on the Fortune 500 list. You can be assured that any corporate data provided in confidence to SMRP and Kellen will be kept confidential.
Topic Alignment

Maintenance & Reliability Body of Knowledge
Society for Maintenance and Reliability Professionals

Business & Management
• Strategic Planning/Direction
• Organization Plan Management
• Performance Measurement
• Organization Change Management
• Stakeholder Communication
• Environmental Health and Safety Management

Manufacturing Process Reliability
• Process Understanding
• Process Improvement
• Process Change Management
• Technical Standards and Compliance

Equipment Reliability
• Reliability Expectation Identification
• Equipment Reliability Improvement
• Existing Asset Management, Planning and Strategy
• New Asset Management, Planning and Strategy
• Asset Cost Justification
• Equipment Reliability Plan Implementation
• Maintenance Delivery

Organization & Leadership
• Organizational Requirements
• Organizational Capability
• Organizational Structure
• Personnel Development
• Personnel Leadership and Management

Work Management
• Work Prioritization and Planning
• Work Schedule Development and Management
• Performance Management
• Work Analysis
• Project Management
• Resource and Material Management
# Asset Management Landscape

**Global Forum on Maintenance & Asset Management**

## Strategy & Planning
- Asset Management Policy
- Demand Analysis

## Asset Management Decision Making
- Capital Investment Decision Making
- Shutdown and Outage Strategy

## Lifecycle Delivery
- Asset Creation and Acquisition
- Systems Engineering
- Configuration Management
- Asset Operations
- Shutdown and Outage Management
- Fault and Incident Response
- Asset Decommissioning and Disposal

## Asset Information
- Asset Information Strategy
- Asset Information Standards
- Asset Information Systems
- Data and Information Management

## Organization and People
- Procurement and Supply Chain Management
- Asset Management Leadership

## Risk & Review
- Risk Assessment Management
- Contingency Planning and Resilience Analysis
- Sustainable Development
- Asset Management System Monitoring
- Management Review, Audit and Assurance
- Asset Costing and Valuation
- Stakeholder Engagement