



*Training Course:
Offsite Equipment Repair Best Practices*

*4 - 8 October 2026
Istanbul (Turkey)
DoubleTree by Hilton Istanbul Esentepe*

Training Course: Offsite Equipment Repair Best Practices

Training Course code: EN236640 From: 4 - 8 October 2026 Venue: Istanbul (Turkey) - DoubleTree by Hilton Istanbul Esentepe Training Course Fees: 6825 € Euro

Introduction

Industrial organizations frequently rely on external workshops, specialized repair centers, original equipment manufacturers OEMs, and third-party service providers to repair critical equipment that cannot be effectively restored onsite. Managing these offsite repairs requires more than technical knowledge; it requires effective equipment assessment, repair-scope definition, vendor coordination, quality control, documentation, cost management, and verification before equipment is returned to service.

The [Offsite Equipment Repair Best Practices](#) training program, designed by [Global Horizon Training Center](#), provides participants with a systematic framework for managing the complete offsite equipment repair lifecycle. The program addresses the process from initial failure assessment and repair-versus-replace decisions through equipment preparation, vendor selection, repair monitoring, inspection, testing, acceptance, transportation, reinstallation, and post-repair performance evaluation.

The course emphasizes practical methods for improving repair quality, reducing turnaround time, controlling costs, minimizing repeat failures, and ensuring that repaired equipment meets operational, technical, safety, and reliability requirements.

Course Objectives

By the end of this training program, participants will be able to:

- Understand the complete offsite equipment repair lifecycle.
- Determine when equipment should be repaired offsite rather than onsite.
- Apply structured repair-versus-replace decision-making techniques.
- Develop clear and technically complete repair scopes of work.
- Establish appropriate inspection, testing, and acceptance requirements.
- Evaluate and select competent repair vendors and specialized workshops.
- Manage communication and technical interfaces with external repair providers.
- Control repair costs, schedules, quality, and turnaround time.
- Establish effective equipment identification, preservation, packaging, and transportation practices.
- Monitor repair activities and control deviations from the approved repair scope.
- Apply quality assurance and quality control principles during external repairs.

- Verify equipment condition and performance before accepting repaired assets.
- Analyze recurring equipment failures and repair histories.
- Improve repair documentation, traceability, and maintenance records.
- Develop KPIs for evaluating vendor and repair performance.

Target Audience

This program is designed for:

- Maintenance Engineers
- Mechanical Engineers
- Electrical Engineers
- Reliability Engineers
- Maintenance Supervisors
- Workshop Supervisors
- Rotating Equipment Engineers
- Maintenance Planners and Schedulers
- Asset Management Professionals
- Inspection and Quality Personnel
- Procurement and Technical Purchasing Personnel
- Operations and Maintenance Coordinators
- Technical personnel responsible for external equipment repairs

Training Methodology

The program combines instructor-led technical presentations with practical exercises, equipment repair scenarios, case studies, group discussions, repair documentation reviews, failure-analysis exercises, vendor evaluation activities, and development of practical repair-management checklists.

Participants will work through realistic examples involving industrial equipment such as pumps, motors, gearboxes, valves, compressors, rotating equipment, electrical equipment, and other maintainable assets.

Outlines

Day 1 - Offsite Repair Strategy and Equipment Assessment

Understanding the Offsite Repair Lifecycle

- Definition and purpose of offsite equipment repair
- Onsite versus offsite maintenance activities
- Typical equipment requiring specialized external repair
- Understanding the complete repair workflow
- Roles and responsibilities throughout the repair process
- Technical, operational, commercial, and safety considerations

Equipment **Failure** and Initial Assessment

- Identifying equipment failure symptoms
- Preliminary condition assessment
- Collecting operating and failure information
- Reviewing maintenance and repair history
- Identifying potential failure modes
- Distinguishing symptoms from root causes
- Assessing the criticality of failed equipment

Repair, Replace, or Refurbish Decision

- Technical feasibility of repair
- Equipment age and remaining useful life
- Repair cost versus replacement cost
- Availability of replacement equipment and spare parts
- Obsolescence considerations
- Reliability and operational risk
- Lead-time considerations
- Lifecycle-cost considerations

Preparing Equipment for Offsite Repair

- Equipment identification and tagging
- Recording equipment condition before shipment
- Photographic and technical documentation
- Decontamination and cleaning requirements
- Isolation and safety considerations
- Preservation requirements
- Establishing chain of custody and traceability

Practical Exercise: Developing an offsite repair decision and equipment assessment checklist.

Day 2 - Repair Scope Development and Vendor Management

Developing an Effective Repair Scope of Work

- Importance of a technically precise repair scope
- Defining equipment information and specifications
- Describing known defects and failure symptoms
- Establishing inspection requirements
- Defining dismantling and assessment requirements
- Specifying repair and refurbishment activities
- Identifying required replacement components
- Establishing tolerances and technical standards

Technical Repair Specifications

- OEM recommendations and technical manuals
- Drawings, datasheets, and equipment specifications
- Applicable industry codes and standards
- Materials and component requirements
- Dimensional and tolerance requirements

- Repair procedures and workmanship expectations
- Testing and certification requirements

Repair Vendor Evaluation and Selection

- Vendor technical capability assessment
- Workshop facilities and equipment
- Personnel competency and qualifications
- Experience with similar equipment
- OEM authorization considerations
- Quality management systems
- Inspection and testing capability
- Safety performance
- Historical repair performance

Commercial and Contractual Considerations

- Request for quotation requirements
- Technical and commercial bid evaluation
- Defining repair deliverables
- Warranty requirements
- Turnaround-time commitments
- Cost control and approval limits
- Managing additional work discovered after dismantling

Practical Exercise: Preparing a comprehensive repair scope and vendor evaluation matrix.

Day 3 - Repair Execution, Inspection and Quality Control

Managing the Repair Process

- Repair kickoff and technical coordination
- Establishing communication protocols

- Equipment receipt and initial inspection
- Controlled dismantling
- Inspection after dismantling
- Defect identification and documentation
- Repair recommendations and technical approval

Controlling Scope Changes

- Managing additional defects discovered during repair
- Technical justification for additional work
- Approval and authorization processes
- Managing cost and schedule impacts
- Preventing unauthorized repairs
- Documentation of repair deviations

Quality Assurance and Quality Control

- QA/QC requirements for offsite repairs
- Inspection and Test Plans ITPs
- Hold points and witness points
- Material verification
- Dimensional inspection
- Component condition assessment
- Calibration requirements
- Nonconformance identification and management
- Repair quality documentation

Monitoring Repair Progress

- Progress reporting requirements
- Repair milestone tracking

- Turnaround-time monitoring
- Technical meetings with vendors
- Managing repair delays
- Expediting critical repairs
- Documentation and photographic evidence

Case Study: Identifying quality and scope-control failures in an external equipment repair project.

Day 4 - Testing, Acceptance and Return-to-Service Readiness

Post-Repair Inspection

- Final visual inspection
- Dimensional verification
- Assembly verification
- Checking replacement components
- Lubrication and preservation
- Nameplates, tags, and equipment identification
- Verification against the approved repair scope

Testing Repaired Equipment

- Functional testing
- Performance testing
- Mechanical testing
- Electrical testing
- Pressure and leakage testing where applicable
- Alignment and balancing requirements
- Vibration testing for rotating equipment
- No-load and load testing
- Comparing results against OEM specifications

Factory and Workshop Acceptance

- Developing acceptance criteria
- Factory Acceptance Testing FAT principles
- Witnessing repair tests
- Reviewing test reports
- Managing test failures
- Punch-list development
- Final technical acceptance

Packaging, Preservation and Transportation

- Post-repair preservation
- Protection against corrosion and contamination
- Packaging requirements
- Transportation risk management
- Handling and lifting requirements
- Storage requirements after return
- Receiving inspection at the operating site

Practical Exercise: Developing a repaired-equipment inspection and acceptance checklist.

Day 5 - Reliability, Performance Management and Continuous Improvement

Installation and Return to Service

- Pre-installation checks
- Verification of equipment condition after transportation
- Installation requirements
- Alignment and connection checks
- Pre-commissioning inspection
- Controlled startup

- Initial operating monitoring
- Establishing post-repair observation periods

Preventing Repeat Failures

- Understanding repeat repair problems
- Root Cause Failure Analysis RCFA
- Failure mode identification
- Differentiating repair defects from operational causes
- Reviewing installation and operating conditions
- Corrective and preventive actions
- Capturing lessons learned

Repair Documentation and Asset History

- Repair reports
- Inspection records
- Test certificates
- Measurement records
- Replacement-parts documentation
- Photographic records
- Updating CMMS/EAM systems
- Maintaining equipment repair history
- Warranty tracking

Measuring Repair and Vendor Performance

- Repair turnaround time
- Repair cost variance
- First-time repair success rate
- Repeat failure rate

- Warranty claim frequency
- On-time delivery performance
- Quality nonconformities
- Mean Time Between Failures MTBF after repair
- Vendor performance scorecards

Building an Offsite Repair Best-Practice Framework

- Standardizing repair workflows
- Developing approved repair vendor lists
- Standard repair specifications
- Inspection and acceptance templates
- Repair authorization controls
- Vendor performance reviews
- Continuous improvement of repair practices
- Capturing organizational lessons learned

Final Workshop: Participants develop an Offsite Equipment Repair Best-Practice Action Plan, covering assessment, scope development, vendor management, QA/QC, acceptance, documentation, KPIs, and continuous improvement.

Registration form on the Training Course: Offsite Equipment Repair Best Practices

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