

€ TRAINING

Facility Management





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Introduction:

This training program is designed to equip participants with the essential knowledge and skills required to excel in the field of facility management. It empowers them to become adept facility managers capable of ensuring optimal functionality and efficiency of built environments.

Program Objectives:

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

- Understand the core principles and concepts of facility management.
- Develop effective facility maintenance strategies to ensure operational continuity.
- Implement sustainability practices to promote environmental stewardship.
- Ensure compliance with safety regulations and protocols.
- Utilize technology and data analytics to optimize facility performance.
- Cultivate effective communication and leadership skills for managing facility teams.

Targeted Audience:

- Facility managers and supervisors.
- Property managers.
- Building engineers and technicians.
- Operations managers.

Program Outline:

Unit 1:

Fundamentals of Facility Management:

- Introduction to facility management principles and practices.
- Facility planning and space utilization strategies.
- Regulatory compliance and standards in facility management.

- Key performance indicators KPIs for measuring facility performance.
- Case studies highlighting successful facility management practices.

Unit 2:

Facility Maintenance Strategies:

- Preventive vs. reactive maintenance approaches.
- Developing maintenance schedules and procedures.
- Asset management and lifecycle planning.
- Outsourcing vs. in-house maintenance considerations.
- Continuous improvement in maintenance operations.

Unit 3:

Sustainability Practices in Facility Management:

- Importance of sustainability in facility management.
- Energy efficiency initiatives and renewable energy integration.
- Waste management and recycling programs.
- Green building certifications and sustainable design principles.
- Implementing sustainable practices for long-term environmental impact.

Unit 4:

Safety Protocols and Compliance:

- Occupational health and safety regulations.
- Emergency preparedness and response planning.
- Fire safety measures and evacuation procedures.
- Hazardous materials management.
- Training and education programs for promoting a safety culture.

Unit 5:



Technology and Innovation in Facility Management:

- Overview of facility management software solutions.
- Internet of Things IoT applications for smart buildings.
- Predictive maintenance and condition monitoring technologies.
- Data analytics for optimizing facility performance.
- Incorporating emerging technologies to enhance facility operations.