

# € TRAINING

Facility Management



23 - 27 June 2024  
Online



# Facility Management

REF: L370 DATE: 23 - 27 June 2024 Venue: Online - Fee: 2250 Euro

## Introduction:

This Facilities Management training course is designed to provide delegates with a comprehensive overview of the key concepts and ideas regarding facilities management within the engineering, production, facilities, and/or maintenance sectors.

## Course Objectives:

At the end of this course the participants will be able to:

- Understand the foundations of facility management.
- Optimize people, processes, assets, and the work environment to support the delivery of the organization's business objectives.
- Know the managerial, technical, and financial considerations of facility management.
- Discover the importance of proper maintenance management and project management of facility management.

## Targeted Audience:

- Personnel who are interested in learning facility management and the considerations that affect facility management.

## Course Outlines:

### Unit 1: Overview of Facility Management:

- What Is Facility Management?
- The Role of the Facility Manager.

### Unit 2: Facility Management Planning:

- Annual Facility Planning.
- Long Range Planning.

### Unit 3: Facility Financial Management:

- Trend and Ration Analyses.
- Capital Budgeting Evaluations.
- Risk Analysis Models.
- Investment Value Approach.
- Outsourcing.

#### Unit 4: Real Estate Planning and Considerations:

- The Process of Acquisition.
- Site Criteria Considerations.
- Lease Considerations.
- Purchase Considerations.

#### Unit 5: Engineering Planning:

- Design Requirements and Layouts.
- Space Planning.
- Facility Management Information System.
- Project Management.
- Budgeting.
- Bidding.
- Service Level Agreement.

#### Unit 6: Maintenance and Operations:

- Corrective Maintenance.
- Preventive Maintenance.
- Predictive Maintenance.