

## The Advanced Strategies in Facility Management

*Vienna (Austria) - HOTEL KAISERHOF WIEN*

*10 - 14 June 2024*

UK Training

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## The Advanced Strategies in Facility Management

code: SC28 From: 10 - 14 June 2024 Venue: Vienna (Austria) - HOTEL KAISERHOF WIEN Fees: 4400 Pound

### Introduction

Facility management FM is a field that encompasses multiple disciplines to ensure functionality, comfort, safety, and efficiency of the built environment by integrating people, place, process, and technology. FM is categorized as either "Hard" or "Soft" and often involves a range of third-party providers that must be carefully managed. This course explores all aspects of FM and how to ensure maximum value is achieved, providing a range of essential considerations for the FM Manager.

### Course Objectives of The Advanced Strategies in Facility Management

- Define the foundations of Facility Management and understand Facility Management strategies
- Adopt best practice in managing the Facility Management function
- Understand the role of project and maintenance management in Facility Management
- Understand sustainability in Facility Management
- Outsource key Facility Management operations to third party organizations

### The Advanced Strategies in Facility Management Course Outlines

#### Day 1

##### The foundations of Facility Management

- Key concepts
- Core competencies
- Roles and responsibilities

##### Facility Planning

- Key issues
- Utilizing space
- Stakeholder management
- Risks

#### Day 2

##### Facility Management Strategy

- The business context and drivers

A graphic of a chessboard with several chess pieces (king, queen, rook, knight, and pawns) in gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

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- Strategy formulation, analysis, development, and implementation
- FM Strategy checklist

#### Managing the workplace

- People management
- Productivity
- Health, safety, and security
- 5S

#### Day 3

##### Outsourcing Facility Management

- The outsourcing decision
- FM and procurement
- The outsourcing process
- Developing the contract
- Specifying the service

#### Day 4

##### Service Delivery and Performance Management

- Continuity of service
- End-user requirements
- Managing service providers
- Managing performance
- SLAs / KPIs
- Dealing with poor performance

##### Understand the role of Project and Maintenance Management in Facility Management

- Project Management phases and skills
- Maintenance management essentials
- Continuous improvement in FM

#### Day 5

##### Understand Sustainability in Facility Management

- The sustainability agenda
- Environmental considerations
- CSR
- Innovation



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