

## The Advanced Strategies in Facility Management

*Accra (Ghana)*

*6 - 10 January 2025*

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## The Advanced Strategies in Facility Management

Code: SC28 From: 6 - 10 January 2025 City: Accra (Ghana) Fees: 3300 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 practices 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.
- Strategy formulation, analysis, development, and implementation.

A graphic of a chessboard with several chess pieces (a king, a pawn, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the board.

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- 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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 International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom

 +44 7401 1773 35  
+44 7480 775526

 [Sales@blackbird-training.com](mailto:Sales@blackbird-training.com)

 [www.blackbird-training.com](http://www.blackbird-training.com)



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