

## Certified Facility Manager (CFM)

*Malaga (Spain)*

*18 - 22 November 2024*

UK Training

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## Certified Facility Manager (CFM)

Code: SC28 From: 18 - 22 November 2024 City: Malaga (Spain) Fees: 4700 Pound

### Introduction

The main role of a facility manager is to ensure the upkeep and maintenance of buildings so that they meet both safety and health standards as well as legal requirements. This means managing cleaning, catering, waste disposal, parking, and security while still keeping payment records and managing budgets given.

Certified Facility Manager CFM Training Course is one of the most demanded certification courses in this field. Facility management certification training provides in-depth knowledge of facility management professionals, facility managers, management professionals, etc.

Certified Facility Managers is the globally recognized certification and FMP credential to help you achieve better Knowledge about the Facility management work and to become an FM professional.

### Course Objectives

- Know important terminologies, guidelines, practices, assessment techniques to effectively management tangible assets under facilities management
- Keep abreast of sustainability concepts and assessment techniques under waste management, water management, energy management etc., and ensure legal compliance
- Recognize, evaluate and manage human, political, social, economic and industry factors affecting facility management and strategically align facility management with the organization
- Apply tools and techniques to planning, coordinating, implementing, evaluating and closing out facility management projects.
- Understand and employ financial and business aspects such as capital budgeting, financial analysis & reporting, procurement contracting etc.,
- Apply various metrics, steps, assessment tools and techniques in quality, risk, information and technology management

### Course Outlines

Day 1

Workplace environment

- Occupant services
- Occupant health, safety and security
- Buildings, building systems, infrastructure, and grounds
- Furniture, fixtures, and equipment

The logo for UK Training Partner features the text 'UK Training' in a small, black sans-serif font above the word 'PARTNER' in a large, bold, black sans-serif font. The text is positioned over a graphic of a chessboard with several chess pieces (a king, a pawn, and a knight) in gold and silver, set against a background of concentric white circles.

- Physical safety and security
- Operations and maintenance processes
- Work management support systems
- Renewals and renovations
- Eliminating team impediments
- Managing virtual team

## Day 2

### Strategic planning and alignment with the demand organisation

- Policies, procedures and compliance
- Individual and team management
- Leadership
- Relationship and conflict management
- Change management
- Corporate social responsibility
- Political, social, economic, and industry factors affecting facility management

### Energy management

- Water management
- Materials and consumables management
- Waste Management
- Workplace and site management

## Day 3

### Facility Information Management and Technology Management

- Data collection and information management
- Information protection and cyber-security
- Technology needs assessment and implementation
- Maintenance and upgrade of technology systems

## Day 4

### Risk management & communication

- Risk management planning
- Emergency preparedness, response and recovery
- Facility resilience and business continuity
- Planning
- Delivery
- Evaluation

## Day 5

### finance and business

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- Operational and capital budgeting
- Evidence-based decision-making process e.g. business case
- Procurement e.g. purchasing, sourcing of goods and services
- Contracting
- Financial analysis and reporting

Real estate strategies

- Real estate assessment, acquisition, and disposal
- Real estate asset management
- Space management
- Major projects and new construction

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