



Mastering Facilities Management: A Complete Training Course

Mastering Facilities Management: A Complete Training Course

Course Overview:

The course is designed to provide complete knowledge and practical skills essential for effective facilities management. This course covers a wide array of critical topics, including Health and Safety Compliance, Risk Assessment in Facilities Management, Building Maintenance Best Practices, and Occupational Health and Safety. Participants will gain an in-depth understanding of the Corporate Manslaughter Act 2007, Construction Management Safety, Fire Safety Regulations, and Workplace Well-being Improvement. Environmental Protection in Facilities Management and Flexible Working Policies are also key components of the curriculum. The course further explores Property Law Compliance, Financial Management in Facilities, Risk Management Strategies, and Business Continuity Planning. By the end of this training, attendees will be well-versed in Outsourcing Facilities Management, Transport Policies for Facilities, Information Technology in Facilities Management, Energy Efficiency in Facilities, and Waste Management Solutions. The course ensures that participants are equipped to handle Space Design and Management, Safety and Security Measures, CCTV Security Systems, Plant and Property Maintenance, and Preventive Maintenance Programs.

Target Audience:

- Facility Managers
- Operations Managers
- Health and Safety Officers
- Property Managers
- Maintenance Supervisors
- Building and Construction Managers
- Environmental Health Officers

Targeted Organizational Departments:

- Operations
- Health and Safety
- Property Management
- Maintenance
- Environmental Services
- IT and Security

Targeted Industries:

- Real Estate
- Construction
- Manufacturing
- Healthcare
- Education
- Government

Course Offerings:

By the end of this course, participants will be able to:

- Develop and implement complete facilities management strategies.
- Ensure compliance with Health and Safety regulations.
- Conduct effective risk assessments and implement mitigation techniques.
- Manage building maintenance programs efficiently.
- Understand and apply the Corporate Manslaughter Act 2007.
- Enhance workplace well-being and safety.
- Integrate environmental protection practices into facilities management.
- Apply flexible working policies and manage property law compliance.
- Optimize financial management within facilities operations.
- Develop robust business continuity plans and manage outsourcing effectively.

Training Methodology:

This course utilizes a blend of interactive training methods, including case studies, group discussions, practical exercises, and feedback sessions. Participants will engage in real-world scenarios to apply their learning and develop problem-solving skills. The course incorporates hands-on activities to reinforce key concepts and techniques, ensuring a practical understanding of facilities management best practices.

Course Toolbox:

- complete workbooks
- Reading materials and reference guides
- Interactive case studies and real-world scenarios

Course Agenda:



Day 1: Introduction to Facilities Management and Compliance

- **Topic 1:** Complying with Safety, Health, Fire, and Environment Law Enforcement
- **Topic 2:** The Health and Safety Commission and the Health and Safety Executive
- **Topic 3:** Regulations: The Health and Safety at Work Act 1974
- **Topic 4:** The Corporate Manslaughter and Corporate Homicide Act 2007
- **Topic 5:** Leading Health and Safety at Work: Successful Health and Safety Policy
- **Topic 6:** Primary Regulations Relating to Health and Safety
- **Reflection & Review:** Reflection & Review on Day 1 topics

Day 2: Risk Assessment and Occupational Health

- **Topic 1:** Risk Assessment: Spotting Hazards and Controlling Risks
- **Topic 2:** Recording the Findings, Reviewing, and Revising
- **Topic 3:** Suitable and Sufficient: Criminal Sanctions and Civil Compensation
- **Topic 4:** Promoting Occupational Health: Avoiding Back Pain and Preventing Work-Related Upper Limb Disorders
- **Topic 5:** Reducing Noise and Asbestos-Related Diseases
- **Topic 6:** Legionellosis: Prevention and Control
- **Reflection & Review:** Reflection & Review on Day 2 topics

Day 3: Workplace Safety and Flexible Working Policies

- **Topic 1:** Accidents and Incidents: Improving Well-being
- **Topic 2:** Preventing Slips and Trips: Towards a Safe Workplace
- **Topic 3:** Equipment and Vehicle Safety Other than Motor Vehicles on Public Roads
- **Topic 4:** Flexible Working, Homeworking, and Hotdesking Policies
- **Topic 5:** Construction Work and Building Management Safety Issues
- **Topic 6:** Construction Design and Management Regulations 2007
- **Reflection & Review:** Reflection & Review on Day 3 topics

Day 4: Fire Safety and Environmental Protection

- **Topic 1:** Fire Safety: Risk Assessment and Means of Escape
- **Topic 2:** Fire Notices, Equipment, and Staff Responsibilities
- **Topic 3:** Competency in Fire Safety and Disability Discrimination
- **Topic 4:** Environmental Protection and Liability: Waste Management
- **Topic 5:** Corporate Social Responsibility in Facilities Management
- **Topic 6:** Supply Chain Management: Ensuring Compliance
- **Reflection & Review:** Reflection & Review on Day 4 topics



Day 5: Advanced Facilities Management Practices

- **Topic 1:** Financial Management in Facilities: Budgetary Control and Cost Centers
- **Topic 2:** Zero-Based Budgeting and Benchmarking Facilities Costs
- **Topic 3:** Risk Management Strategies: Risk Analysis, Assessment, and Mitigation
- **Topic 4:** Business Continuity Planning: Developing and Implementing Strategies
- **Topic 5:** Outsourcing Facilities Management: Choosing Contractors and Service Level Agreements
- **Topic 6:** Information Technology in Facilities Management: IT Infrastructure and Digital Risk
- **Reflection & Review:** Reflection & Review on Day 5 topics

How This Course is Different from Other Facilities Management Courses:

This training course stands out by offering a holistic and integrative approach to facilities management. Unlike other courses, it covers an extensive range of topics, from Health and Safety Compliance to advanced IT Infrastructure in Facilities. This course emphasizes practical application, with real-world case studies and interactive sessions that ensure participants can implement what they learn. The focus on current industry trends, such as Environmental Protection and Sustainable Facilities Management, prepares attendees to meet modern challenges head-on.

Training Course Categories



Agile PM and Project Management Training Courses



Certified Courses By International Bodies



Communication & Public Relations Training Courses

Communication and Public Relations Training Courses



Data Analytics Training and Data Science Courses



Environment & Sustainability Training Courses



Finance and Accounting Training Courses



Governance, Risk and Compliance Training Courses



Human Resources Training and Development Courses



IT Security Training & IT Training Courses



Leadership and Management Training Courses



Legal Training, Procurement and Contracting Courses



Maintenance Training and Engineering Training Courses

Training Course Categories



Marketing, Customer Relations, and Sales Courses



Occupational Health, Safety and Security Training Courses



Personal & Self-Development Training Courses



Quality and Operations Management Training Courses



Secretarial and Administration Training Courses



Training Cities



Abu Dhabi - UAE



Accra - Ghana



Al Jubail - Saudi Arabia



Amman - Jordan



Amsterdam - Netherlands



Athens - Greece



Baku - Azerbaijan



Bali - Indonesia



Bangkok - Thailand



Barcelona - Spain



Berlin - Germany



Cairo - Egypt



Cape town - South Africa



Casablanca - Morocco



Chicago - USA



Doha - Qatar



Training Cities



Dubai - UAE



Frankfurt - Germany



Geneva - Switzerland



Istanbul - Turkey



Jakarta - Indonesia



Johannesburg - South Africa



Kuala Lumpur - Malaysia



Kuwait - Kuwait



Langkawi - Malaysia



Lisbon - Portugal



London - UK



Madrid - Spain



Manama - Bahrain



Marbella - Spain



Milan - Italy



Montreux - Switzerland



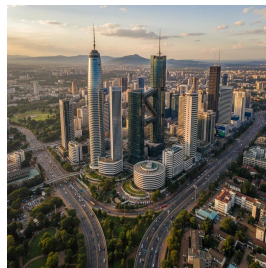
Training Cities



Munich - Germany



Muscat - Oman



Nairobi - Kenya



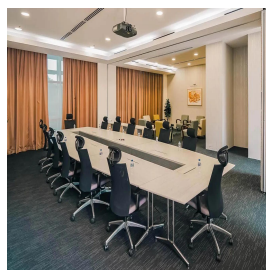
New York - USA



Nice - France



Paris - France



Phuket - Thailand



Porto - Portugal



Prague - Czech Republic



Riyadh - Saudi Arabia



Rome - Italy



San Diego - USA



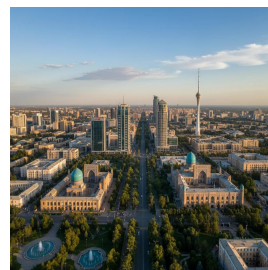
Seoul - South Korea



Sharm El-Sheikh - Egypt



Singapore - Singapore



Tashkent - Uzbekistan



Training Cities



Tbilisi - Georgia



Tokyo - Japan



Toronto - Canada



Trabzon - Turkey



Vienna - Austria



Zanzibar - Tanzania



**Zoom - Online
Training**

WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



AGILE LEADERS
Training Center

CONTACT US

 UAE, Dubai Investment Park First

 +971585964727
+447700176600

 sales@agile4training.com