



Whole-Building Condition Assessment and Action Planning Training Course

6 – 10 December 2026
Accra

Whole-Building Condition Assessment and Action Planning Training Course

Ref: 497_139470 **Date:** 6 – 10 December 2026 **Location:** Accra **Fees:** 6000 Euro

Overview

Whole-Building Condition Assessment and Action Planning Training Course is a five-day intermediate course for facility managers, building surveyors, property engineers, maintenance managers, asset managers, architects, and client teams who leave with a Building Condition Assessment and Action File. Participants inspect building systems, record defects and limitations, assign condition and risk priorities, and convert evidence into maintenance actions. Agile Leaders Training Center presents whole-building assessment through structured observation, consistent ratings, and decision-ready reporting.

Who Should Attend

- Facilities functions responsible for building performance and maintenance planning
- Surveying functions responsible for condition inspections and evidence capture
- Property engineering functions responsible for building systems and defects
- Asset management functions responsible for priorities and investment planning
- Client project functions responsible for scopes, reports, and remedial actions

The course assumes participants can read building drawings and recognize common construction and service systems, and it leaves out invasive testing, code certification, valuation, and specialist structural diagnosis.

Departments and Industries

The course supports departments and industries that operate, maintain, acquire, or plan investment in buildings.

- Commercial, residential, hospitality, and mixed-use property portfolios
- Education, healthcare, public, and community facilities
- Industrial, logistics, and operational buildings
- Facilities management and property maintenance providers
- Asset management, engineering, surveying, and capital-planning departments

Learning Objectives

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



- Build a scoped whole-building condition assessment plan
- Apply consistent observation, defect, and condition coding
- Analyze structure, envelope, interior, service, and external-work findings
- Evaluate safety, serviceability, maintenance, and lifecycle implications
- Prioritize actions using risk, urgency, consequence, and dependency
- Produce a Building Condition Assessment and Action File

Course Agenda

Day 1: Scope, Records, and Inspection Planning

- Assessment purpose, asset boundaries, and reporting decisions
- Drawings, manuals, maintenance history, and previous-report review
- Building-element hierarchy and inspection routes
- Access, occupancy, safety, and survey limitations
- Condition coding and evidence-capture protocol

Day 2: Structure, Envelope, and External Works

- Visible structural movement and distress observations
- Roof, façade, windows, doors, and waterproofing condition
- Moisture pathways, drainage, sealants, and interfaces
- Site works, pavements, retaining elements, and external drainage
- Defect mapping and specialist-referral triggers

Day 3: Interiors and Building Services

- Interior finishes, partitions, ceilings, floors, and wet areas
- Mechanical equipment, distribution, access, and maintainability observations
- Electrical distribution, lighting, standby power, and visible condition
- Plumbing, water, drainage, and sanitary-system observations
- Vertical transportation and specialist-system interfaces

Day 4: Safety Interfaces, Condition Ratings, and Risk

- Fire and life-safety system interfaces and evidence boundaries
- Accessibility, egress, and user-safety observations
- Condition rating criteria and confidence statements
- Immediate, short-term, planned, and monitor classifications
- Risk, consequence, operational impact, and action priority



Day 5: Maintenance Actions and Condition Reporting

- Defect-to-action logic and scope descriptions
- Maintenance, renewal, investigation, and capital-action categories
- Dependencies, bundling, sequencing, and review dates
- Suggested Exercise: Whole-Building Condition Rating Workshop
- Capstone Exercise: Building Condition Assessment and Action File

Practical Exercises

The course uses suggested exercises to turn building observations into consistent asset-management decisions.

- Suggested activity: define the scope, element hierarchy, access plan, and limitations for a building inspection.
- Suggested activity: code photographs and notes into defect, condition, confidence, and referral records.
- Suggested activity: prioritize cross-system findings using urgency, consequence, dependency, and operational impact.
- Suggested activity: prepare an element-based condition report and action register.

FAQs

What does a whole-building condition assessment cover?

It covers the agreed building boundary, visible structure, envelope, interiors, services, safety interfaces, external works, maintenance implications, limitations, condition ratings, priorities, and recommended next actions.

Who suits building condition assessment training, and what does it assume?

The course suits facility managers, surveyors, engineers, asset managers, architects, and client teams. It assumes familiarity with drawings and common building systems.

How does whole-building assessment differ from structural assessment?

Whole-building assessment reviews multiple elements and systems for asset and maintenance decisions. Structural assessment focuses on load-bearing performance and may require specialist analysis, testing, and calculations beyond this course.

How are building condition priorities assigned?

Priorities should reflect condition, safety, service interruption, deterioration rate, consequence, dependency, access, confidence in evidence, and the timing of further investigation or intervention.



What should a building condition report state?

It should state scope, inspected elements, methods, observations, evidence, ratings, limitations, immediate concerns, referral needs, recommended actions, priorities, dependencies, and review dates.

Conclusion

Participants take back a Building Condition Assessment and Action File linking inspection scope, element records, defects, photographs, ratings, risks, limitations, maintenance actions, referrals, and review dates. It provides a consistent basis for planning work and communicating building needs across facilities, engineering, and asset teams.