Global Horizon
TRAINING CENTER

Training Course:
The Complete Course on Facilities Management

2 - 6 August 2027
Lisbon (Portugal)

Training Course:
The Complete Course on Facilities Management

Training Course code: MA234801 From: 2 - 6 August 2027 Venue: Lisbon (Portugal) - Training Course Fees: 6050 Euro

Introduction

Facilities Management FM is essential for ensuring that buildings, infrastructure, and services effectively support organizational operations. The Complete Course on Facilities Management provides participants with a comprehensive understanding of both operational and strategic aspects of managing facilities.

The program covers key areas such as maintenance, asset management, HSE, contract management, sustainability, and modern technologies, enabling participants to enhance efficiency, reduce costs, and improve overall facility performance.

Course Objectives

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

- Understand the scope and functions of facilities management
- Manage both hard and soft FM services effectively
- Develop and implement maintenance strategies and asset management plans
- Apply health, safety, and environmental HSE standards in facilities operations
- Optimize space utilization and workplace management
- Manage service contracts and vendor performance
- Apply risk management and business continuity planning in FM
- Integrate sustainability and energy management practices
- Utilize technology and smart systems in facilities management
- Monitor and improve facility performance using KPIs

Target Audience

This program is designed for:

- Facilities Managers and Supervisors
- Maintenance Engineers and Technicians
- Property and Asset Managers
- Operations and Administration Managers
- HSE Professionals
- Project Managers involved in infrastructure and facilities
- Professionals transitioning into facilities management roles

Outline

Day 1 - Fundamentals of Facilities Management

- Introduction to Facilities Management FM
- Scope, roles, and responsibilities of FM professionals
- Hard services vs. soft services
- Facilities lifecycle management
- Organizational alignment and FM strategy
- Key performance indicators KPIs in FM

Day 2 - Maintenance and Asset Management

- Types of maintenance: reactive, preventive, predictive
- Asset lifecycle management and planning
- Maintenance scheduling and planning systems
- Computerized Maintenance Management Systems CMMS
- Reliability and performance optimization
- Budgeting and cost control in maintenance

Day 3 - Health, Safety, and Risk Management

- Health, Safety, and Environmental HSE standards
- Risk identification and mitigation in facilities
- Emergency preparedness and response planning
- Compliance with regulations and standards
- Fire safety and building safety systems
- Business continuity planning

Day 4 - Contract and Service Management

- Vendor and contractor management
- Service level agreements SLAs and KPIs
- Procurement and contract management in FM
- Performance monitoring and reporting
- Quality assurance and service improvement
- Stakeholder and customer relationship management

Day 5 - Sustainability, Technology, and Future Trends

- Sustainable facilities management and green buildings
- Energy management and efficiency strategies
- Smart buildings and digital transformation in FM
- Space planning and workplace optimization
- Use of data analytics in FM decision-making
- Future trends and innovations in facilities management

Registration form on the Training Course: The Complete Course on Facilities Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....
Position: .....
Telephone / Mobile: .....
Personal E-Mail: .....
Official E-Mail: .....

Company Information

Company Name: .....
Address: .....
City / Country: .....

Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....
Position: .....
Telephone / Mobile: .....
Personal E-Mail: .....
Official E-Mail: .....

Payment Method

☐ Please find enclosed a cheque made payable to Global Horizon

☐ Please invoice me

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Easy Ways To Register

Telephone: +201095004484 to provisionally reserve your place.	Fax your completed registration form to: +20233379764	E-mail to us : info@gh4t.com or training@gh4t.com	Complete & return the booking form with cheque to:Global Horizon 3 Oudai street, Aldouki, Giza, Giza Governorate, Egypt.