



COURSE NAME

Facility Maintenance Management Workshop

COURSE DURATION

Five days

COURSE DESCRIPTION

The Facility Maintenance Management Workshop offered by Arcan Academy is a comprehensive training program designed to equip participants with the knowledge and skills required to effectively manage facility maintenance. This workshop covers the principles and concepts of facility maintenance management, including planning, scheduling, budgeting, and execution. Participants will also learn effective techniques for ensuring high-quality work and adherence to safety regulations. This program includes lectures, case studies, group discussions, and practical exercises to provide participants with a deep understanding of facility maintenance management.

COURSE OBJECTIVES

The objective of the Facility Maintenance Management Workshop is to provide participants with a comprehensive understanding of the principles and concepts of facility maintenance management. By the end of the workshop, participants will be able to apply their knowledge to real-world situations, understand effective facility maintenance management techniques, communicate effectively with stakeholders, manage maintenance scope, schedule, cost, quality, resources, and risks, and understand professional and social responsibility in maintenance management. Additionally, participants will learn how to ensure high-quality work and adherence to safety regulations through effective maintenance management techniques. Upon completing this workshop, participants will be well-prepared to manage facility maintenance, ensure successful outcomes, and advance their careers in facility management. This workshop is ideal for facility managers, maintenance supervisors, and anyone responsible for managing facility maintenance.

COURSE OUTLINES

DAY ONE



FACILITIES MANAGEMENT CONCEPTS

- Facilities Planning
- Facilities Organization Issues

FACILITIES ASSESSMENT

- Criteria and Checklists
- Benchmarks

DAY TWO

ASSET MANAGEMENT MAINTENANCE TRENDS

- Reliability-Centered Maintenance
- Techniques and Trends

FACILITIES MANAGEMENT AND THE BUILDING CODE

- Alarm Systems
- Fire Suppression Systems

DAY THREE

PLANT OPERATIONS

- Challenges
- Performance Indicators
- Evaluation

FACILITIES MANAGEMENT OUTSOURCING

- Contract Types
- Performance Measures

DAY FOUR

FACILITIES MAINTENANCE PLANNING

- Alternative Maintenance Concepts
- Facilities Audits
- Preventive Maintenance

DAY FIVE



FACILITIES MAINTENANCE ASSESSMENT

- Process
- Key Performance Indicators
- Management Reports

TRAINING METHODOLOGY:

- Pre-assessment
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- slides and handouts
- Post-assessment

DELIVERY METHOD:

- In person
- Online