MERCURY

Facilities and Asset Management

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Introduction

The Facilities and Asset Management course focuses on optimizing the performance, lifespan, and value of physical assets and built environments within organizations. It provides an understanding of how facilities are planned, operated, and maintained to support organizational efficiency and sustainability. It explores the integration of facilities management principles with strategic asset management to ensure long-term operational excellence. Participants will gain insight into how building operations, maintenance systems, and service delivery interact to create safe and productive environments. The program emphasizes the importance of cost control, risk reduction, and compliance in managing complex facilities. It equips learners with the knowledge needed to align facility performance with organizational goals.

Targeted Groups

This Facilities and Asset Management training targets professionals seeking knowledge and skills:

- Facility managers are responsible for daily building operations and service delivery.
- Asset management officers oversee physical and infrastructure assets.
- Maintenance supervisors are involved in preventive and corrective maintenance planning.
- Real estate and property management professionals handling portfolios and tenancy operations.
- Engineers and technical staff engaged in building systems and infrastructure support.
- Administrative managers are responsible for workplace operations and support services.
- Project coordinators are involved in facility upgrades and lifecycle planning.

Course Objectives

Participants will achieve the following objectives by completing the Facilities and Asset Management course:

- Develop a solid understanding of facilities management principles and their role in improving organizational performance.
- Gain the ability to manage asset lifecycles from acquisition to disposal using structured methodologies.
- Learn how to implement preventive maintenance strategies that reduce downtime and operational risks.
- Understand building operations management, including utilities, space utilization, and service optimization.
- Acquire skills in asset tracking, valuation, and performance monitoring using modern systems.
- Explore cost optimization techniques, including lifecycle costing and budget planning for facilities.
- Strengthen decision-making skills in workplace safety, compliance, and risk mitigation.
- Learn how to integrate FM software and CMMS tools to enhance operational efficiency and reporting accuracy.

Targeted Competencies

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Participants will gain the following competencies during the Facilities and Asset Management program:

- Ability to evaluate and improve facilities' performance using structured assessment methods and operational indicators.
- Competence in managing asset portfolios effectively to maximize value and extend asset life.
- Skills in implementing preventive and corrective maintenance frameworks aligned with operational requirements.
- Proficiency in coordinating building maintenance, utilities management, and workplace service delivery.
- Capability to apply lifecycle costing principles for informed financial planning and resource allocation.
- Understanding of asset tracking systems and data-driven decision-making for operational efficiency.
- Awareness of workplace safety standards, regulatory compliance, and sustainability practices in facilities environments.

Studying Scenarios

In this Facilities and Asset Management training, participants develop skills through the following scenarios:

- Analyzing a facility with recurring maintenance issues and developing a preventive maintenance strategy to reduce downtime and improve asset reliability.
- Evaluating a building’s operational costs and proposing lifecycle cost optimization solutions to enhance financial efficiency and sustainability performance.

Course Content

Unit 1: Foundations of Facilities and Asset Management

- Introduction to facilities management principles and core functions in organizations.
- Understanding asset management frameworks and their strategic importance.
- Differentiating between facility operations and asset lifecycle management.
- Overview of building systems and infrastructure components in modern facilities.
- Role of operational efficiency in improving organizational productivity.
- Key performance indicators used in facilities management assessment.
- Relationship between workplace environment and organizational performance.
- Introduction to global standards in facilities and asset management practices.

Unit 2: Building Operations and Workplace Management

- Principles of building operations management and daily facility control.
- Space management strategies for optimizing workplace utilization.
- Utility management, including water, electricity, and HVAC systems.
- Service delivery models in facilities management environments.
- Coordination of cleaning, security, and support services.
- Emergency preparedness and response planning in facilities operations.
- Use of workplace management systems for operational coordination.
- Enhancing occupant satisfaction through efficient facility services.

Unit 3: Asset Lifecycle and Maintenance Management

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- Asset lifecycle stages from procurement to disposal.
- Preventive maintenance planning and scheduling methodologies.
- Corrective maintenance strategies and failure response systems.
- Condition monitoring techniques for asset performance evaluation.
- Maintenance budgeting and cost control approaches.
- Role of CMMS systems in maintenance operations management.
- Inventory control for spare parts and maintenance resources.
- Extending asset lifespan through structured maintenance programs.

Unit 4: Financial Management and Lifecycle Costing

- Introduction to lifecycle costing in asset and facility decisions.
- Budget planning for facilities operations and maintenance activities.
- Cost optimization strategies in asset-intensive environments.
- Financial evaluation of facility investments and upgrades.
- Depreciation and valuation of physical assets over time.
- Cost-benefit analysis for maintenance and replacement decisions.
- Resource allocation strategies for operational efficiency.
- Financial reporting and performance measurement in facilities management.

Unit 5: Technology, Sustainability, and Performance Optimization

- Role of FM software in managing facilities and assets digitally.
- Data analytics for improving operational decision-making.
- Smart building technologies and IoT applications in facilities.
- Sustainability practices in energy and resource management.
- Environmental compliance and green building standards.
- Performance optimization through integrated management systems.
- Risk management strategies in facilities and asset operations.
- Future trends in digital transformation of facilities management.

Final Insights & Key Takeaways

Effective facilities and asset management ensure operational continuity, cost efficiency, and long-term asset value across organizational environments. Mastering these principles enables organizations to achieve sustainable performance, improved workplace quality, and strategic operational excellence.