

TA'ASEESY FOUNDATION IN FACILITY MANAGEMENT COURSE



WHO SHOULD ATTEND?

TA'ASEESY course covers the basic Facility Management (FM) principals and knowledge areas. It is suitable for anyone who wants to understand the basics of FM industry. It is ideal for FM workers at entry level who would like to widen their knowledge about the field to grow within the industry. It is also suitable for owners and owner's representatives who are handling FM services at their facilities.



Module 0

Introduction to Facility Management

	Module Topics
Topic 1	What is Facility Management?
Topic 2	Facility Management Trends
Topic 3	Facility Management Professionalism & Globalization

Module 1

Operations & Maintenance

	Module Topics
Topic 1	Asset Management
Topic 2	Facility Assessment
Topic 3	Maintenance Management
Topic 4	Facility Management Software
Topic 5	Service Management

Module 2

Project Management

	Module Topics
Topic 1	Project Management Types and Activities
Topic 2	Project Management Phases

Module 3

Finance & Business Essentials

	Module Topics
Topic 1	Financial Statements
Topic 2	Costs and Budgets
Topic 3	Procurement
Topic 4	Contracts
Topic 5	Business Cases
Topic 6	Business Continuity

Module 4

Sustainability

	Module Topics
Topic 1	Water Efficiency
Topic 2	Energy Conservation
Topic 3	Material Management
Topic 4	Waste Management
Topic 5	Indoor Environmental Quality

	Module Topics
Topic 1	Leadership
Topic 2	Strategy
Topic 3	Outsourcing
Topic 4	Quality Management
Topic 5	Ethics & Behavior

For Registrations:

To register for the course, please visit:
www.mefma.org

*Course fees include the certification exam

*Group discounts are available

*The course can be conducted in-house;
 tailored to meet the specific needs of your entity

**MEFMA also offers
 MOTAMAD FACILITY MANAGER CERTIFICATION
 COURSE, which is the next level after
 completion of the TA'ASEESY course.**



The MEFMA TA'ASEESY Foundation in Facility Management Course is recognized by:

