

MAINTENANCE AND ENGINEERING | COURSE BROCHURE

Building Facilities Maintenance Management

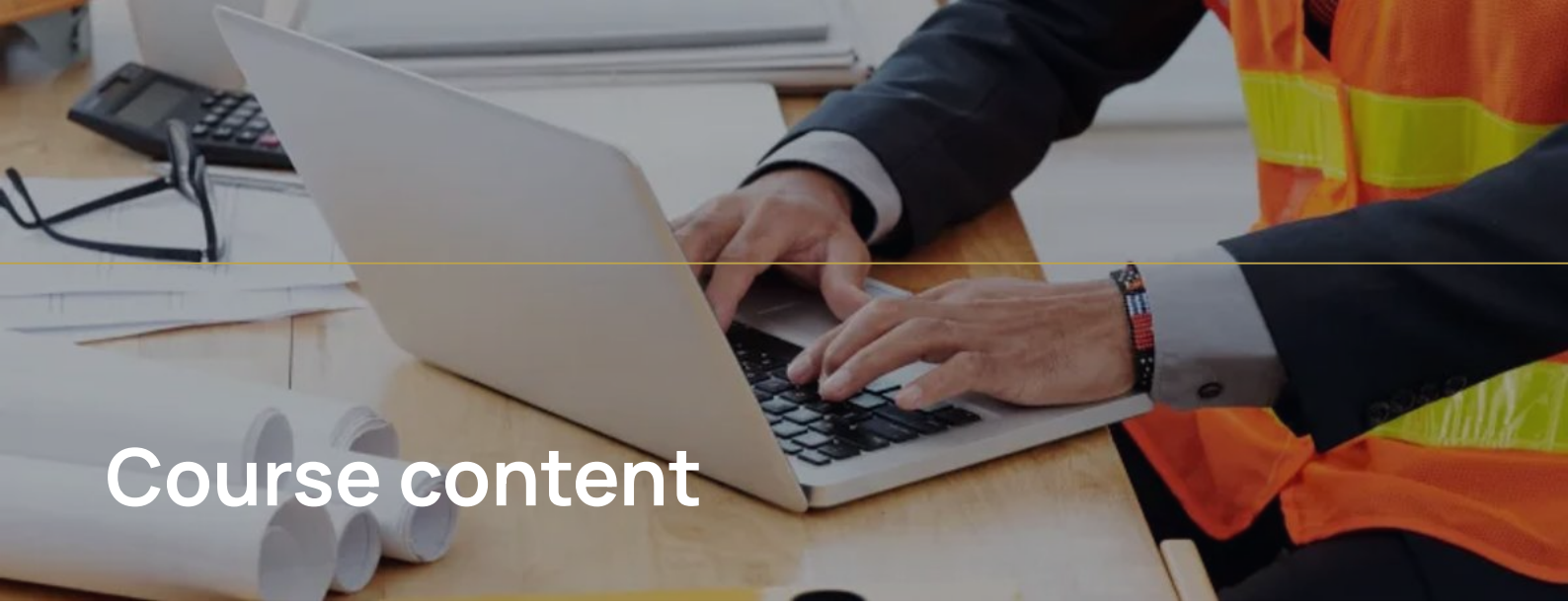
5 days | Classroom training | English

SMART HORIZON

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Amsterdam
The Netherlands

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https://smart-horizon.eu



Course content

Why attend

Effective facilities maintenance keeps buildings safe, compliant, comfortable and cost-efficient. This course covers maintenance strategy for buildings, asset registers, planned preventive maintenance, statutory compliance, helpdesk and reactive maintenance, contractor management, budgeting and performance measurement.

Poor building maintenance leads to failures, complaints and compliance risks. This course gives facilities professionals practical management tools.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

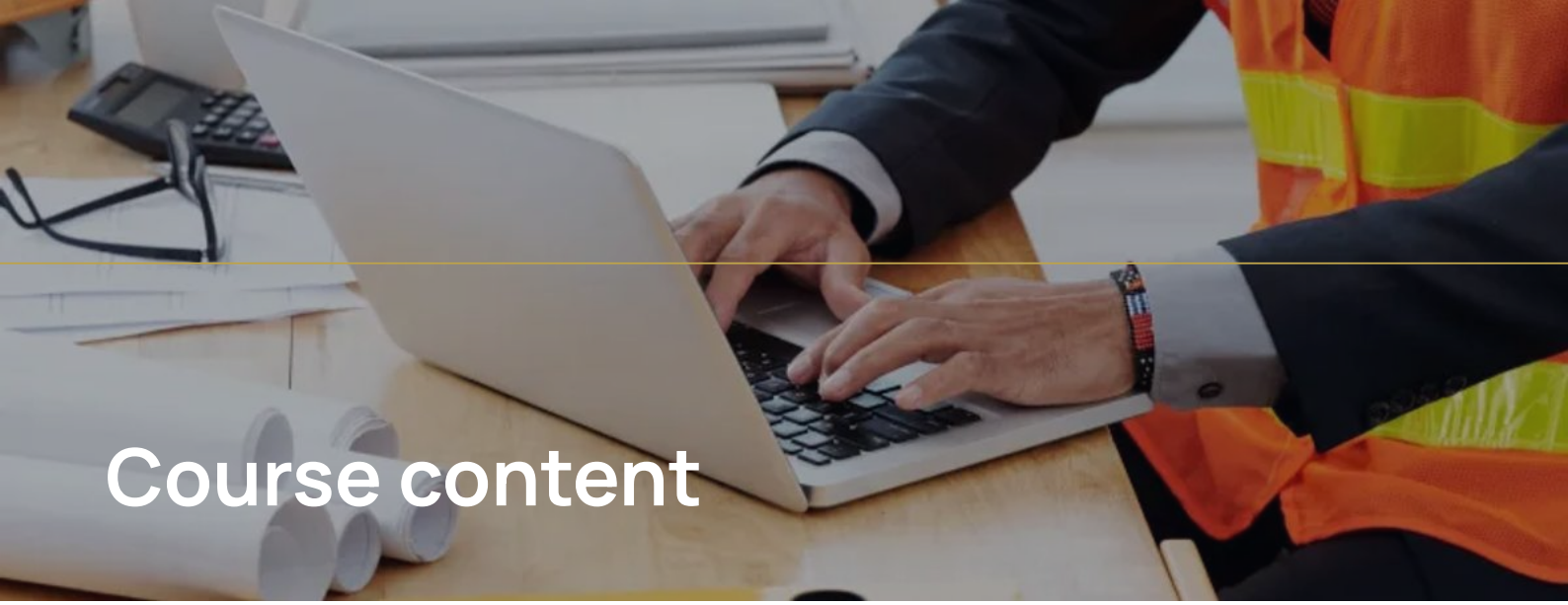
The course uses case studies, maintenance planning exercises, contractor management workshops and KPI design.

Course objectives

By the end of this course, participants will be able to:
• Develop a building maintenance strategy
• Build asset registers and condition surveys
• Plan preventive and statutory maintenance
• Manage reactive maintenance and helpdesks
• Manage maintenance contractors
• Budget and measure maintenance performance

Target audience

This course is suitable for:
• Facilities managers
• Building maintenance managers
• Property managers
• Estates professionals
• Facilities coordinators



Course content

Target competencies

Participants will develop competencies in:

- Maintenance strategy
- Asset registers
- Planned maintenance
- Statutory compliance
- Contractor management
- Maintenance budgeting

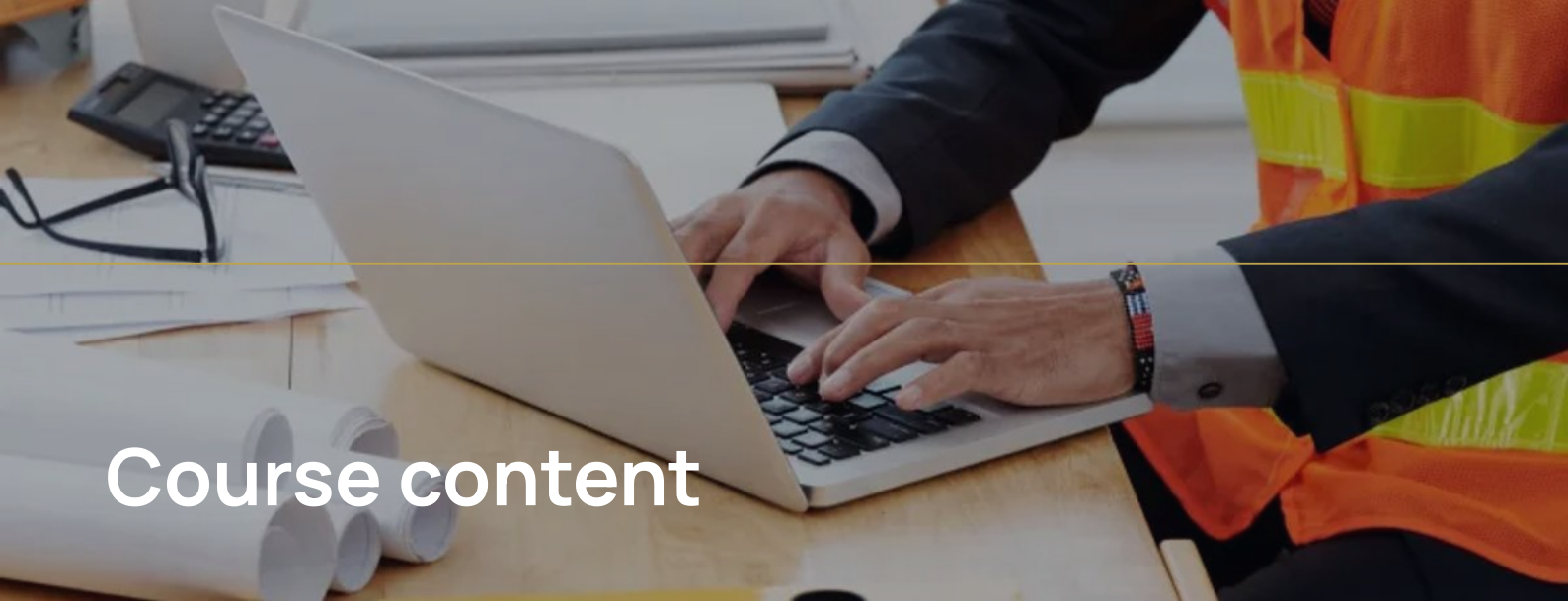
Course outline

Day 1: Facilities Maintenance

09:00–09:54	Role of maintenance
09:54–10:48	Building systems
10:48–11:00	Maintenance strategies
11:00–11:30	**Coffee break**
11:30–12:12	Maintenance strategies (continued)
12:12–13:06	Risks
13:06–14:00	Exercise: Building review

Day 2: Assets and Condition

09:00–09:54	Asset registers
09:54–10:48	Condition surveys
10:48–11:00	Life cycle planning
11:00–11:30	**Coffee break**
11:30–12:12	Life cycle planning (continued)
12:12–13:06	Criticality
13:06–14:00	Workshop: Asset register



Course content

Day 3: Planned and Statutory Maintenance

09:00–09:54	PPM schedules
09:54–10:48	Statutory inspections
10:48–11:00	Compliance records
11:00–11:30	**Coffee break**
11:30–12:12	Compliance records (continued)
12:12–13:06	Energy considerations
13:06–14:00	Exercise: PPM plan

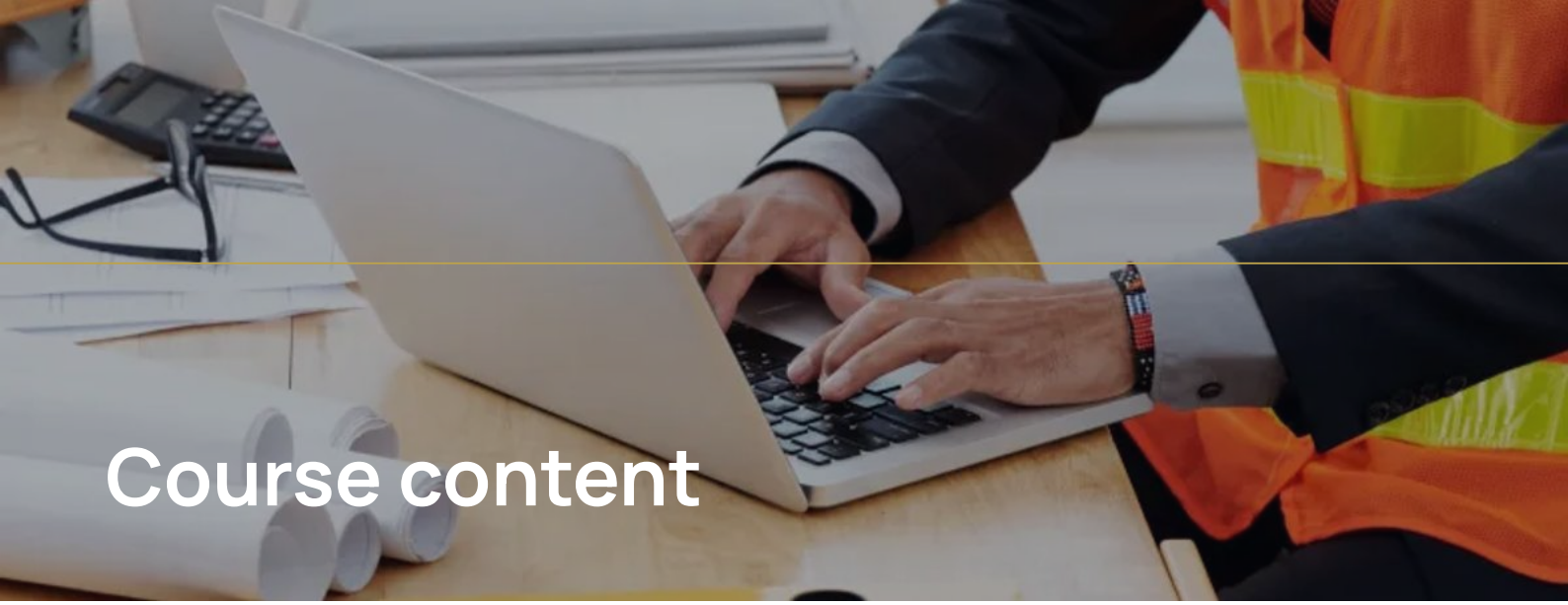
Day 4: Reactive Maintenance and Contractors

09:00–09:54	Helpdesk processes
09:54–10:48	Prioritisation
10:48–11:00	Contractor selection
11:00–11:30	**Coffee break**
11:30–12:12	Contractor selection (continued)
12:12–13:06	Performance management
13:06–14:00	Case study: Outsourced maintenance

Day 5: Budget and Performance

09:00–09:54	Maintenance budgets
09:54–10:48	KPIs
10:48–11:00	CAFM systems
11:00–11:30	**Coffee break**
11:30–12:12	CAFM systems (continued)
12:12–13:06	Continuous improvement
13:06–14:00	Capstone: Facilities maintenance plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the



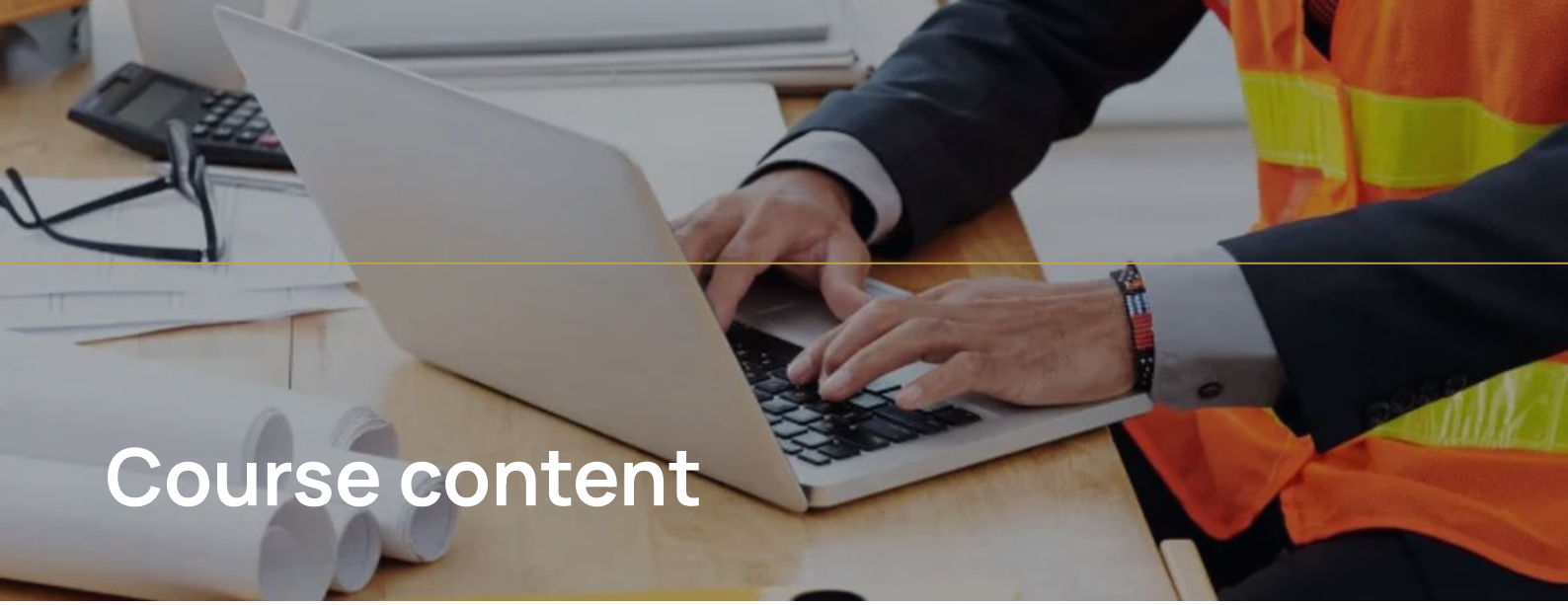
Course content

sessions. They are indicative only and do not constitute a binding commitment.

Dates, venues and fees

Current published course plans. Fees are per participant in EUR, excluding unconfirmed taxes.

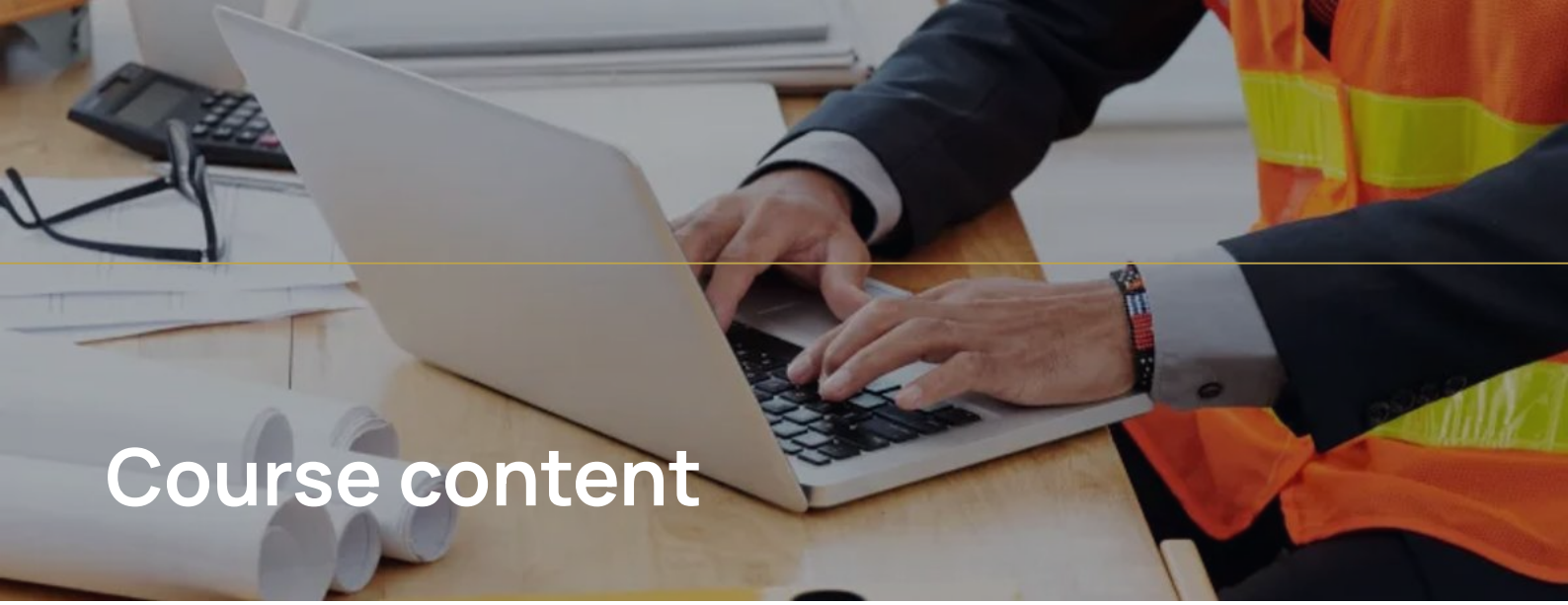
Venue	Start date	End date	Fee (EUR)
Singapore Confirmed dates	9 Nov 2026	13 Nov 2026	**€5,640.–**
Online Confirmed dates	9 Nov 2026	13 Nov 2026	**€1,250.–**
London Confirmed dates	23 Nov 2026	27 Nov 2026	**€4,900.–**
Online Confirmed dates	23 Nov 2026	27 Nov 2026	**€1,250.–**
Dubai Confirmed dates	7 Dec 2026	11 Dec 2026	**€6,300.–**
Online Confirmed dates	7 Dec 2026	11 Dec 2026	**€1,250.–**
Frankfurt Confirmed dates	14 Dec 2026	18 Dec 2026	**€5,300.–**
Online Confirmed dates	14 Dec 2026	18 Dec 2026	**€1,250.–**



Course content

Dates, venues and fees (continued)

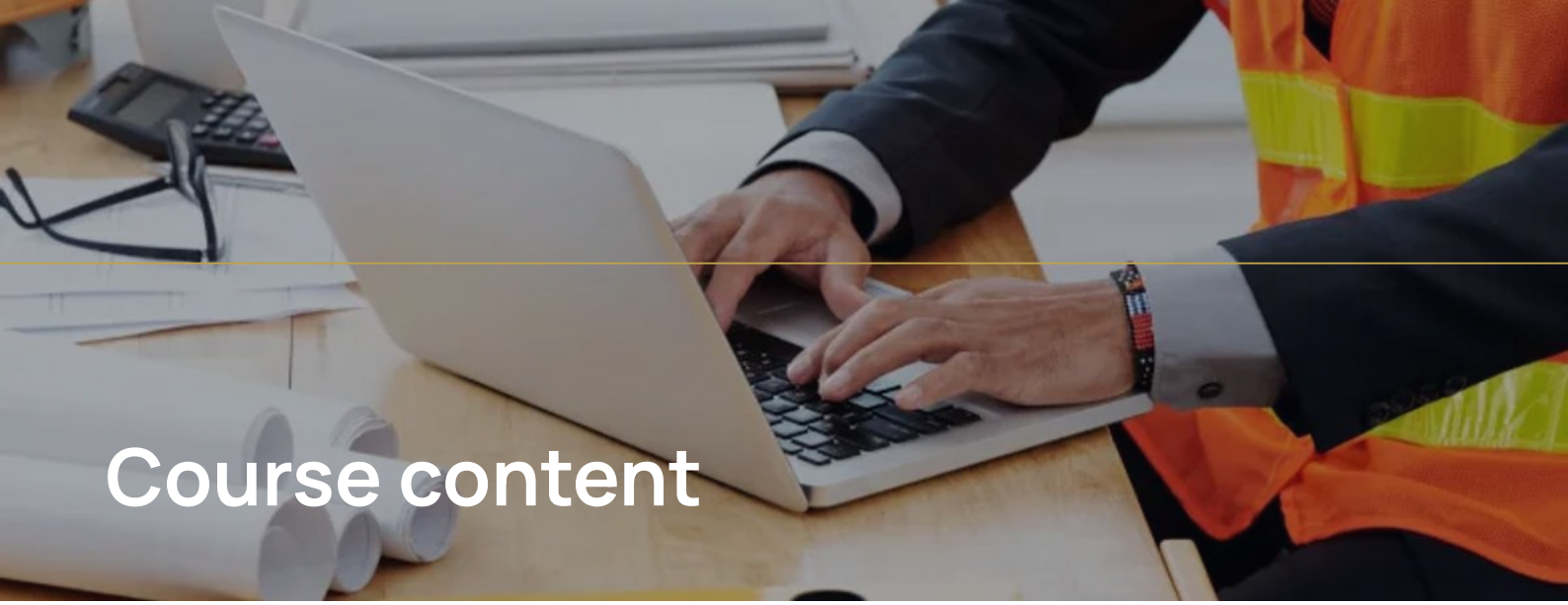
Venue	Start date	End date	Fee (EUR)
Kuala Lumpur Confirmed dates	11 Jan 2027	15 Jan 2027	**€2,900.–**
Online Confirmed dates	11 Jan 2027	15 Jan 2027	**€1,250.–**
Vienna Confirmed dates	18 Jan 2027	22 Jan 2027	**€5,880.–**
Online Confirmed dates	18 Jan 2027	22 Jan 2027	**€1,250.–**
Paris Confirmed dates	25 Jan 2027	29 Jan 2027	**€5,720.–**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**€1,250.–**
Istanbul Confirmed dates	8 Feb 2027	12 Feb 2027	**€5,300.–**
Online Confirmed dates	8 Feb 2027	12 Feb 2027	**€1,250.–**
Amsterdam Confirmed dates	22 Feb 2027	26 Feb 2027	**€5,080.–**



Course content

Dates, venues and fees (continued)

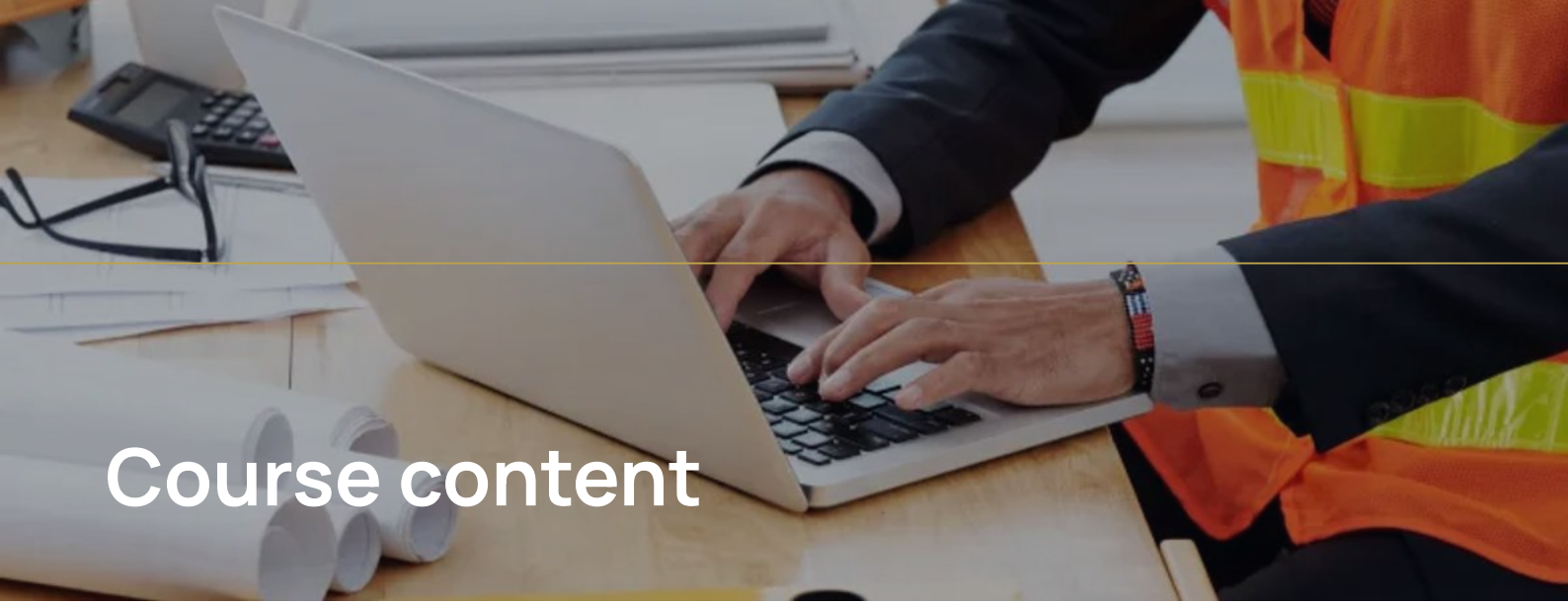
Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	22 Feb 2027	26 Feb 2027	**€1,250.-**
Singapore Confirmed dates	8 Mar 2027	12 Mar 2027	**€5,640.-**
Online Confirmed dates	8 Mar 2027	12 Mar 2027	**€1,250.-**
London Confirmed dates	22 Mar 2027	26 Mar 2027	**€4,900.-**
Online Confirmed dates	22 Mar 2027	26 Mar 2027	**€1,250.-**
Barcelona Confirmed dates	29 Mar 2027	2 Apr 2027	**€5,680.-**
Online Confirmed dates	29 Mar 2027	2 Apr 2027	**€1,250.-**
Dubai Confirmed dates	12 Apr 2027	16 Apr 2027	**€6,300.-**
Online Confirmed dates	12 Apr 2027	16 Apr 2027	**€1,250.-**



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Dates, venues and fees (continued)

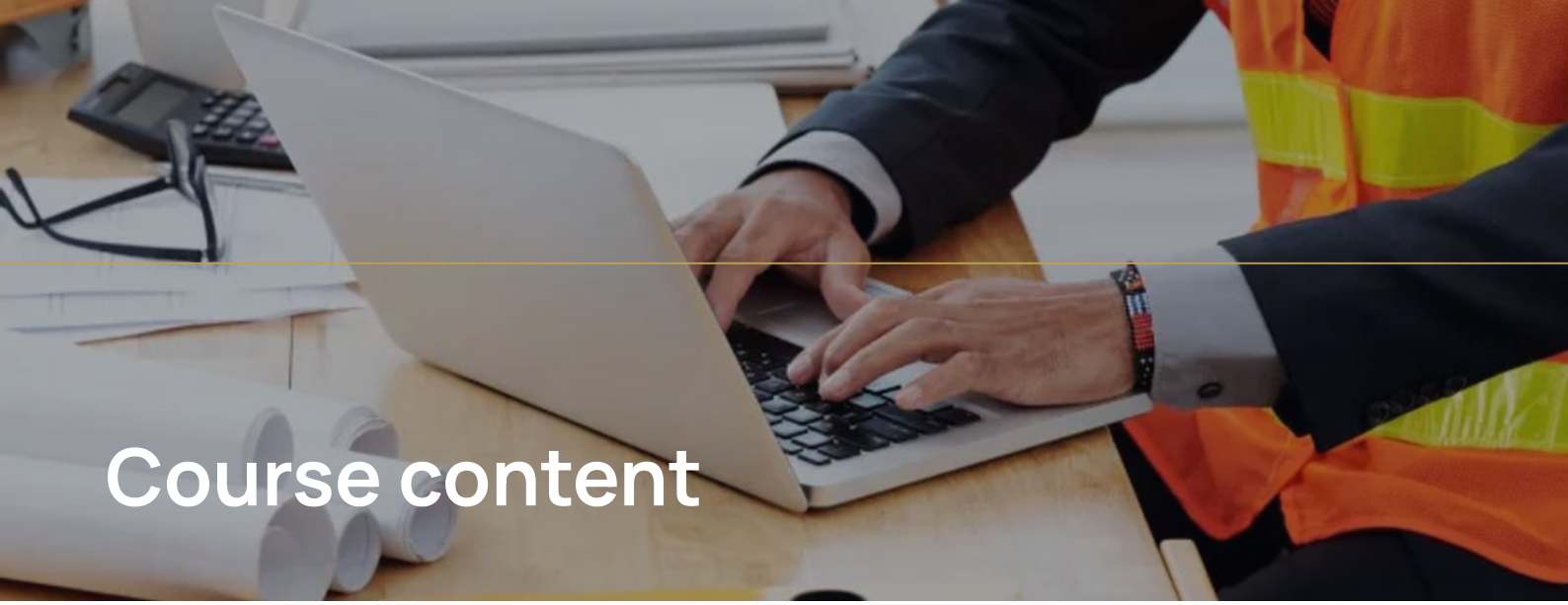
Venue	Start date	End date	Fee (EUR)
Frankfurt Confirmed dates	26 Apr 2027	30 Apr 2027	**€5,300.-**
Online Confirmed dates	26 Apr 2027	30 Apr 2027	**€1,250.-**
Kuala Lumpur Confirmed dates	10 May 2027	14 May 2027	**€2,900.-**
Online Confirmed dates	10 May 2027	14 May 2027	**€1,250.-**
Rome Confirmed dates	17 May 2027	21 May 2027	**€4,900.-**
Online Confirmed dates	17 May 2027	21 May 2027	**€1,250.-**
Paris Confirmed dates	24 May 2027	28 May 2027	**€5,720.-**
Online Confirmed dates	24 May 2027	28 May 2027	**€1,250.-**
Istanbul Confirmed dates	14 Jun 2027	18 Jun 2027	**€5,300.-**



Course content

Dates, venues and fees (continued)

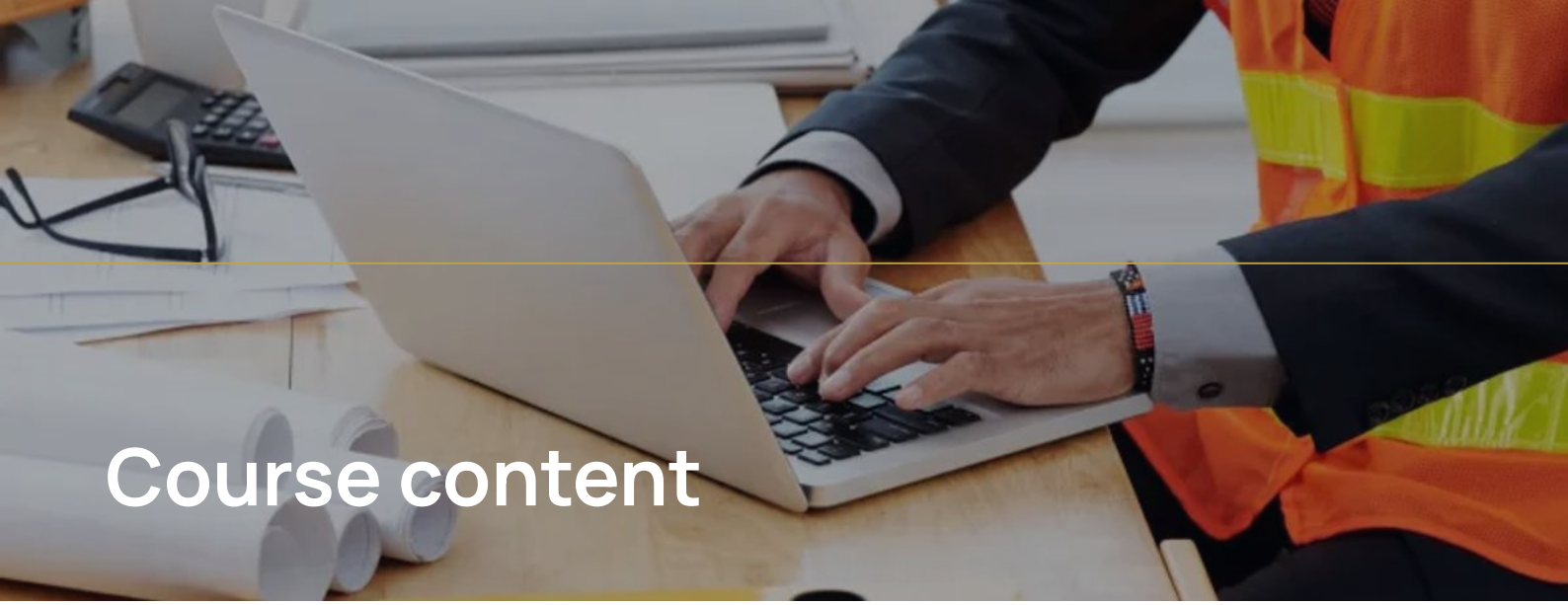
Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	14 Jun 2027	18 Jun 2027	**€1,250.-**
Amsterdam Confirmed dates	21 Jun 2027	25 Jun 2027	**€5,080.-**
Online Confirmed dates	21 Jun 2027	25 Jun 2027	**€1,250.-**
Singapore Confirmed dates	12 Jul 2027	16 Jul 2027	**€5,640.-**
Online Confirmed dates	12 Jul 2027	16 Jul 2027	**€1,250.-**
Rome Confirmed dates	19 Jul 2027	23 Jul 2027	**€4,900.-**
Online Confirmed dates	19 Jul 2027	23 Jul 2027	**€1,250.-**
London Confirmed dates	26 Jul 2027	30 Jul 2027	**€4,900.-**
Online Confirmed dates	26 Jul 2027	30 Jul 2027	**€1,250.-**



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Dates, venues and fees (continued)

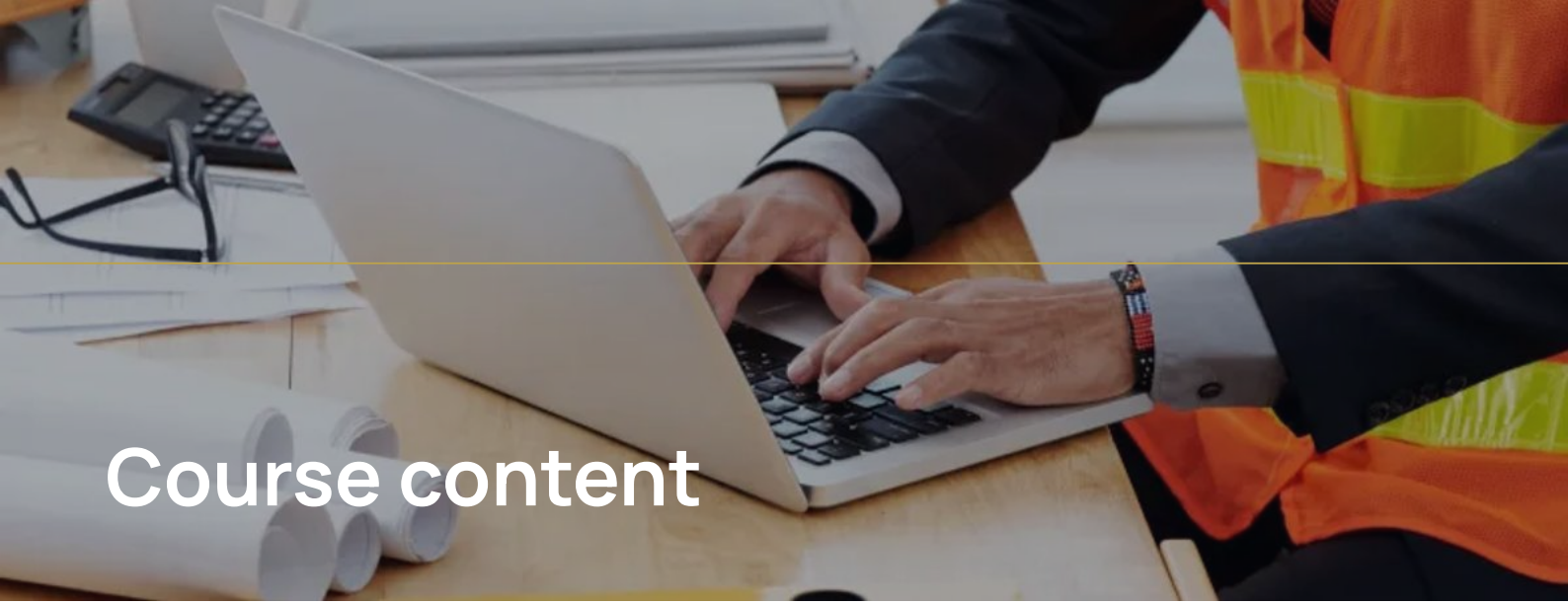
Venue	Start date	End date	Fee (EUR)
Dubai Confirmed dates	9 Aug 2027	13 Aug 2027	**€6,300.-**
Online Confirmed dates	9 Aug 2027	13 Aug 2027	**€1,250.-**
Frankfurt Confirmed dates	23 Aug 2027	27 Aug 2027	**€5,300.-**
Online Confirmed dates	23 Aug 2027	27 Aug 2027	**€1,250.-**
Kuala Lumpur Confirmed dates	13 Sept 2027	17 Sept 2027	**€2,900.-**
Online Confirmed dates	13 Sept 2027	17 Sept 2027	**€1,250.-**
Paris Confirmed dates	20 Sept 2027	24 Sept 2027	**€5,720.-**
Online Confirmed dates	20 Sept 2027	24 Sept 2027	**€1,250.-**
Cape Town Confirmed dates	27 Sept 2027	1 Oct 2027	**€3,780.-**



Course content

Dates, venues and fees (continued)

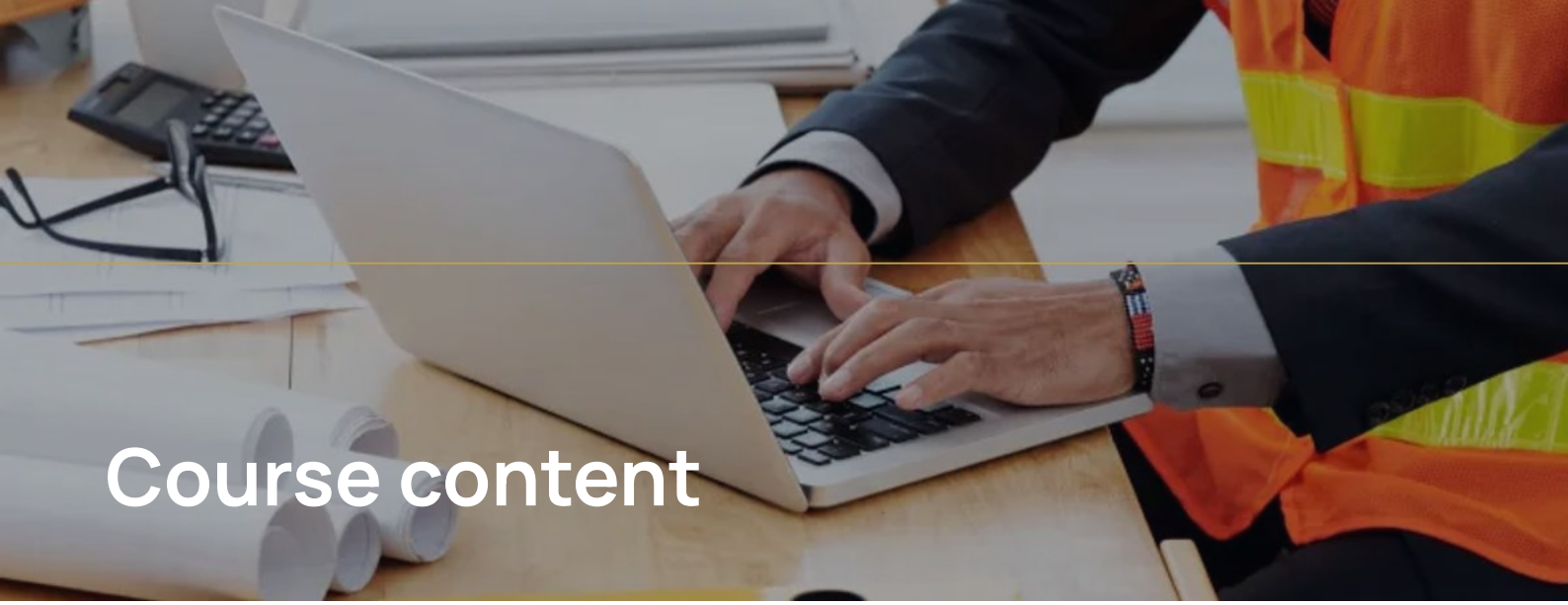
Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	27 Sept 2027	1 Oct 2027	**€1,250.-**
Istanbul Confirmed dates	11 Oct 2027	15 Oct 2027	**€5,300.-**
Online Confirmed dates	11 Oct 2027	15 Oct 2027	**€1,250.-**
Amsterdam Confirmed dates	25 Oct 2027	29 Oct 2027	**€5,080.-**
Online Confirmed dates	25 Oct 2027	29 Oct 2027	**€1,250.-**
Singapore Confirmed dates	8 Nov 2027	12 Nov 2027	**€5,640.-**
Online Confirmed dates	8 Nov 2027	12 Nov 2027	**€1,250.-**
Cape Town Confirmed dates	15 Nov 2027	19 Nov 2027	**€3,780.-**
Online Confirmed dates	15 Nov 2027	19 Nov 2027	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
London Confirmed dates	22 Nov 2027	26 Nov 2027	**€4,900.–**
Online Confirmed dates	22 Nov 2027	26 Nov 2027	**€1,250.–**
Dubai Confirmed dates	6 Dec 2027	10 Dec 2027	**€6,300.–**
Online Confirmed dates	6 Dec 2027	10 Dec 2027	**€1,250.–**
Frankfurt Confirmed dates	13 Dec 2027	17 Dec 2027	**€5,300.–**
Online Confirmed dates	13 Dec 2027	17 Dec 2027	**€1,250.–**



Course content

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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