



# ISO 41001



## Facility Management – Management Systems

ISO 41001 Facility Management is currently one of the fastest-growing professional and operational disciplines worldwide. The global facility management services market is expected to generate around \$2,127.4 billion by 2027

( Zion Market Research, 2019 )

The Major target of ISO 41001 is to increase awareness and support the development, implementation and maintenance of effective facilities management regimes in all sectors of industry and commerce worldwide in order to enable organizations to grow rapidly in the facility management market.

ISO 41001 demonstrates effective and efficient delivery of Facility Management that supports the objectives of the demand organization. It pursues to consistently in defining the applicable requirements and needs of all interested parties involved in the facility management. It aims to be sustainable in globally-competitive environment.

It is applicable to all types of organizations, whether public or private sector, regardless of the type, size and nature of the organization or geographical location.

### Benefits:

- improve workforce productivity, safety, health and well-being;
- improve communication & methodologies among public & private sector organizations;
- improve efficiency and effectiveness, thus improving cost benefits to organizations;
- improve service consistency & provide a common platform for all parties involved in facility management



國際認可認證有限公司

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## 設施管理系統

ISO 41001設施管理目前是全球發展最快的專業和操作學科之一。到2027年，全球設施管理服務市場預計將產生約21,274億美元（Zion Market Research，2019）

ISO 41001的主要目標是提高意識，並支持全球工商業所有部門中有效的設施管理制度的開發，實施和維護，以使組織能夠在設施管理市場中快速發展。

ISO 41001證明有效且高效地交付了支持需求組織目標的設施管理。它致力於一致地定義參與設施管理的所有相關方的適用要求和需求。它旨在在具有全球競爭力的環境中保持可持續發展。

它適用於所有類型的組織，無論是公共部門還是私營部門，無論組織的類型，規模和性質或地理位置如何。

### 好處：

- 改善勞動生產率，安全與健康及福祉
- 加強公共部門和私營部門組織之間以及它們之間的需求和方法的溝通
- 提高效率和效力，從而提高組織的成本收益；
- 改善服務一致性
- 為所有類型的組織提供一個通用平台



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<b>TFM 1</b>	<b>ISO 41001 Introduction</b>	<b>3 hours</b>
<b>Details</b> ~ Discuss the needs for and benefits of the ISO 41001 ~ Introduce the terms and definitions ~ Familiarize participants with basic concepts ~ Understand the certification process and its necessary requirements		
<b>TFM 2</b>	<b>ISO 41001 Effective Application</b>	<b>1 day</b>
<b>Details</b> ~ Introducing ISO 41001 ~ Interpretation on the requirements and implementation of ISO 41001 ~ Introduction to Facility Management(FM) management systems ~ Interpretation of all ISO 41001 clauses		
<b>TFM 3</b>	<b>ISO 41001 Documentation</b>	<b>1 day</b>
<b>Details</b> ~ ISO requirements for documentation and why documentation required ~ Process approach to create practical documents ~ System Documentation ~ Updating and Maintenance of ISO 41001 Management System		
<b>TFM 4</b>	<b>ISO 41001 Internal Auditor Training</b>	<b>2 days</b>
<b>Details</b> ~ ISO 41001 Documentation review ~ Understand ISO 41001 Facility Management(FM) audit model ~ Comparison between internal and external audit ~ FMMS internal auditing (including audit planning, auditing methodology, auditing skills (preparation and monitoring), Internal audit results evaluation and reporting		



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<b>Date</b>	Courses are organized once a month. Detailed schedule can be found on our website.
<b>Venue</b>	ACI Training Centre
<b>Methodology</b>	Presentation, Workgroup Discussion, Case Study & Exercise
<b>Certificate</b>	Certificate of successful completion will be issued to delegates who have attended full course





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<b>TOHS 1</b>	<b>ISO 41001入門</b>	<b>3 小時</b>
<p>培訓內容:</p> <ul style="list-style-type: none"> <li>~ 探討為何需要 ISO 41001 及其好處</li> <li>~ 概述術語和定義</li> <li>~ 讓學員了解基本概念</li> <li>~ 了解認證過程及其基本要求</li> </ul>		
<b>TOHS 2</b>	<b>ISO 41001有效應用</b>	<b>1 日</b>
<p>培訓內容:</p> <ul style="list-style-type: none"> <li>~ 介紹ISO 41001</li> <li>~ 解釋ISO 41001:的要求與執行</li> <li>~ 設施管理(FM)管理體系介紹</li> <li>~ 解釋ISO 41001所有條款</li> </ul>		
<b>TOHS 3</b>	<b>ISO 41001文件處理</b>	<b>1 日</b>
<p>培訓內容:</p> <ul style="list-style-type: none"> <li>~ ISO 41001 對文件的要求及為何有此要求</li> <li>~ 過程方法以建立實用文件</li> <li>~ 系統文件</li> <li>~ 更新和維護設施管理(FM)管理體系</li> </ul>		
<b>TOHS 4</b>	<b>ISO 41001內部審核員培訓</b>	<b>2 日</b>
<p>培訓內容:</p> <ul style="list-style-type: none"> <li>~ ISO 41001 文檔記錄概述</li> <li>~ 了解ISO 41001 設施管理(FM)管理體系審核模型</li> <li>~ 內部審核與外部審核的比較</li> <li>~ 設施管理(FM)管理體系內部審核 (包括審核計劃, 審核方法, 審核技巧, 準備和監督)</li> <li>~ 內部審核結果評估和報告</li> </ul>		

<b>上課日期</b>	培訓課程每月舉辦一次, 具體開課日期可瀏覽本公司網頁
<b>地點</b>	ACI 培訓中心
<b>上課模式</b>	講解、小組討論、練習及個案研習
<b>獲取資格</b>	完成課程之學員將獲頒發課程完成證書乙張