Facility Management(FM)
Management System
ISO 41001:2018

IMPLEMENTATION & DOCUMENTATION

OBJECTIVE

➢ To understand the documentation structures of ISO 41001 :2018 standard requirements

➢ To get prepared for establishing ISO 41001:2018 documentation

➢ To understand the advantage of documentation

GENERAL INFORMATION

Venue: ACI Training Venue

Duration: 1 day

Methodology:

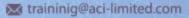Presentation, workgroup discussion and exercise

Certificate:

Certificate of Successful Completion will be awarded to delegates who have attended full course

WHO SHOULD ATTEND?

✓Facility Management professionals, auditors, assessors, consultants, and FM Liner Managers, policy developers and managers.

✓Delegates who responsible for Asset Management
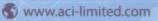
✓Facility Management officers and managers

COURSE CONTENT

1) ISO 41001 :2018 requirements for documentation and why documentation required

2) Process approach to create practical documents

3) Updating and Maintenance of Facility Management(FM) management.

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設施管理—管理體系
ISO 41001:2018

執行與文件處理

培訓目的

➤ 了解ISO 41001:2018 標準對文件結構的要求

➤ 為建立ISO 41001:2018文件做好準備

➤ 了解文件建立的好處

培訓對象

✓ 設施管理專業人員，審計師，評估師，顧問及FM經理，政策制定者和經理。

✓ 負責企業資產管理的代表。

✓ 設施管理工作人員與經理

培訓詳情

地點:　　　ACI 訓練中心
時間:　　　一天
上課模式:
講解、經驗分享、練習與討論
證書:
高出席率之學員將獲頒發課程完成證書乙張

培訓內容

1) ISO 41001:2018對文件的要求及為何有此要求

2) 過程方法以建立實用文件

3) 更新和維護設施管理(FM)管理體系

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