

Facility Management(FM) Management System ISO 41001:2018

Internal Auditor

OBJECTIVE

- To understand the application of Facility Management(FM) management systems standards.
- To understand the importance of internal auditing and the responsibilities of internal auditors
- To plan and organize an internal audit

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

GENERAL INFORMATION

Venue: ACI Training Venue

Duration: 2 day

Methodology:

Presentation, workshop and case study

Certificate:

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

COURSE CONTENT

- 1) ISO 41001:2018 Documentation review
- 2) Understand ISO 41001:2018 Facility Management(FM) Management System audit model
- 3) Comparison between internal and external audit
- 4) FMMS internal auditing (including audit planning, auditing methodology, auditing skills (preparation and monitoring)
- 5) Internal audit results evaluation and reporting

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ISO 41001:2018



內部審核培訓

培訓目的

- 瞭解設施管理—管理體系標準的應用
- 瞭解內部審核的重要性和責任
- 計劃和組織內部審核

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。
- ✓ 負責企業社會責任（CSR）的代表。
- ✓ 環境工作人員與經理

培訓詳情

地點: ACI 訓練中心

時間: 二天

上課模式:

講解、工作坊及個案分析

證書:

完成課程之學員將獲頒發課程完成證書乙張

培訓內容

- 1) ISO 41001:2018文檔記錄概述
- 2) 了解ISO 41001:2018 設施管理(FM)管理體系審核模型
- 3) 內部審核與外部審核的比較
- 4) 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)
- 5) 內部審核結果評估和報告