

# FORM 5: SHORT LEARNING PROGRAMME

## SECTION A: CATALOGUE

**CODE:** HEQC/H06/SCI/FMP (Credit-bearing SLP)

**TITLE:** Facility Management Programme within the Property Environment

**QUALIFICATION TITLE:** B Sc (QS)  
B Sc (Construction Management)  
B Sc (Hons) Learning area QS  
B Sc (Hons) Learning area CM

**NQF LEVEL:** 6

**CREDITS:** 16                      **NOTIONAL LEARNING HOURS:** 160

**FORMAL CONTACT TIME:** 5 days x 8 hours = 40 hours

### LEARNING ASSUMED TO BE IN PLACE:

Junior and middle management positions within the property environment. Students not complying with these requirements will be selected on a case-by case basis.

### LEARNING OUTCOMES:

On completion of the Facility Management Programme the student should demonstrate a thorough understanding of facility management and be able to apply the knowledge in practice. The student should also be able to structure and execute a facilities' management strategy effectively.

### BRIEF DESCRIPTION OF CONTENT:

- Introduction to property; facility and maintenance management
- Asset and financial management relating to facility management
- Property owner / Facilities manager relationship
- Management of operating costs and services (Management of services; energy and water)
- Principles of facility management (General, strategic and facilities management; leadership)
- Planning (Effective facility management, space and services, environmental control in buildings, outstanding facility management)
- Performance risk management (Service level agreement, performance measurement, benchmarking, post occupancy evaluation, risk management)
- Legal aspects (Law of contracts, dispute resolution, the lease agreement, leasing of office space, leasing of shopping space, conflict and the property manager)
- Maintenance management (Introduction, execution of maintenance, prioritizing maintenance management, principle of life cycle costing)

### CRITICAL OUTCOMES SUPPORTED BY SHORT LEARNING PROGRAMME:

- Working effectively with others as a member of a team, group, organization, community as a facility manager
- Organising and managing oneself and one's activities responsibly and effectively as a facility manager.
- Communicating effectively
- Collecting, analysing, organising and critically evaluate information

- Contributing to the full personal development of each student and the social and economic development of the society at large, by making it the underlying intention of any programme of learning to make an individual aware of the importance of:
  - i. reflecting on and exploring a variety of strategies to learn more effectively
  - ii. participating as responsible citizens in the life of local, national and global communities
  - iii. being culturally and aesthetically sensitive across a range of social contexts

## **METHODS OF ASSESSMENT:**

A summative, integrated assignment in which they must achieve 50% to qualify for a certificate of successful completion. If not successful, a certificate of attendance is issued.

## **ASSESSMENT CRITERIA:**

- Demonstrate an efficient knowledge base suitable for structuring and executing facility management
- Apply facility management correctly in the assignment
- Link theory with practice in contact sessions and assignment

## **ORGANISING FIELD: 12**

(1 = Agriculture and Nature Conservation)  
 (2 = Culture and Arts)  
 (3 = Business, Commerce and Management Studies)  
 (4 = Communication Studies and Language)  
 (5 = Education, Training and Development)  
 (6 = Manufacturing, Engineering and Technology)

(7 = Human and Social Studies)  
 (8 = Law, Military Science and Security)  
 (9 = Health Sciences and Social Services)  
 (10 = Physical, Mathematical, Computer and Life Sciences)  
 (11 = Services)  
(12 = Physical Planning and Construction)

**APPROVAL DATE:** October 2004

**REVIEW DATE:** October 2006

## **DEPARTMENTAL OR PROGRAMME “HOME”:**

Department of Quantity Surveying and Construction Management

## **DEVELOPER/COORDINATOR:**

Prof. J.J.P. (Basie) Verster  
 Versterj.sci@ufs.ac.za  
 +27 (0)51 – 401 2248  
 Quantity Surveying & Construction Management

Me B.G. (Benita) Kotzè  
 Kotzebg.sci@ufs.ac.za  
 +27 (0)51 – 3844

Prof. A.C. (Andries) Hauptfleisch  
 (No contact details available)