

FACILITY MAINTENANCE & MANAGEMENT WORKSHOP

“Integrated Strategies to Optimize Facility Operations, Uptime, and Asset Performance”

Schedule

Date	Venue	Fees
19 - 23 Jul 2026	Dammam, KSA	USD 3495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training, In-House Training

Introduction

Effective facility management is essential for ensuring operational efficiency, safety, asset reliability, and long-term value across commercial, industrial, and institutional properties. This workshop delivers a practical and comprehensive approach to managing facility maintenance activities, integrating best practices in planning, resource allocation, inspection, sustainability, and performance improvement.

Through hands-on exercises, real-world case examples, and maintenance planning simulations, participants will develop a solid framework for implementing preventive and corrective maintenance strategies while maximizing service quality and minimizing lifecycle costs.

Objectives

By the end of this course, participants will be able to:

- Develop and implement preventive, corrective, and predictive maintenance programs
- Assess and improve facility performance using KPIs and benchmarking
- Apply computerized maintenance management systems (CMMS) effectively
- Manage energy use, sustainability, and environmental compliance in facilities
- Align facility operations with business continuity and safety standards

Why Attend

- Learn proven techniques to reduce facility downtime and increase reliability
- Explore the role of digital tools and automation in maintenance planning
- Gain insights into optimizing vendor and contractor management
- Strengthen your ability to lead facility audits and inspections
- Understand how to extend the lifespan of critical infrastructure assets

Target Audience

This program is designed for:

- Facility managers and building supervisors
- Maintenance engineers and technicians
- Operations and plant managers
- Health, safety, and environmental officers
- Property managers and real estate professionals

Individual Benefits

Key competencies that will be developed include:

- Facility maintenance planning and execution
- Risk-based maintenance and asset prioritization
- Energy and sustainability management for buildings
- Facility audit and inspection practices
- Use of CMMS tools and data-driven decision making

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Increased reliability and efficiency in facility operations
- Improved asset longevity and reduced lifecycle costs
- Enhanced compliance with safety and environmental standards
- Strengthened maintenance scheduling and vendor oversight
- Greater alignment of facility management with organizational goals

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - Facility operations models, KPIs, and planning cycles
- Case Studies - Building systems, inspection failures, and successful turnarounds
- Workshops - Create maintenance schedules, audit checklists, and reporting tools
- Peer Exchange - Share local and industry best practices in facility oversight
- Tools - CMMS demo templates, facility audit forms, asset registry samples

Course Outline

Training Hours: 7:30 AM - 3:30 PM Daily Format: 3-4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 - 02:00

Day 1: Foundations of Facility Management

- Module 1: Role of Facility Management in Asset Performance (07:30 - 09:30) • Definitions, scope, and strategic role of FM
- Module 2: Facility Systems Overview - Electrical, HVAC, Plumbing (09:45 - 11:15) • Components, functions, and operational risks
- Module 3: Maintenance Strategies and Standards (11:30 - 01:00) • Preventive, corrective, predictive, and condition-based maintenance
- Module 4: Workshop - Assess Your Facility's Maintenance Needs (02:00 - 03:30) • Diagnostic tools and critical asset prioritization

Day 2: Maintenance Planning and Implementation

- Module 5: Creating a Maintenance Plan and Calendar (07:30 - 09:30) • Task scheduling, frequency, staffing, and contractor roles
- Module 6: CMMS and Digital Maintenance Tracking (09:45 - 11:15) • Features, data fields, performance tracking
- Module 7: Spare Parts and Inventory Management (11:30 - 01:00) • Stock levels, reorder points, supplier performance
- Module 8: Workshop - Build a Preventive Maintenance Schedule (02:00 - 03:30) • Practical planning for high-value equipment

Day 3: Facility Safety, Compliance, and Inspection

- Module 9: Facility Safety Requirements and Hazards (07:30 - 09:30) • Fire safety, emergency systems, access control
- Module 10: Environmental and Sustainability Practices (09:45 - 11:15) • Energy savings, water conservation, green building elements
- Module 11: Facility Audit and Inspection Protocols (11:30 - 01:00) • Audit types, inspection forms, compliance checklists
- Module 12: Workshop - Conduct a Facility Compliance Inspection (02:00 - 03:30) • Simulation of walkthrough and report generation

Day 4: Performance Monitoring and Cost Control

- Module 13: Facility Performance Metrics and KPIs (07:30 - 09:30) • MTTR, MTBF, work order completion, downtime tracking
- Module 14: Budgeting and Cost Control for FM (09:45 - 11:15) • Cost categories, outsourcing analysis, ROI for upgrades
- Module 15: Managing Outsourced Maintenance and Contracts (11:30 - 01:00) • SLAs, vendor audits, escalation procedures
- Module 16: Workshop - Develop a Facility KPI Dashboard (02:00 - 03:30) • Tracking maintenance results with visual tools

Day 5: Strategic Facility Planning and Leadership

- Module 17: Long-Term Facility Planning and Lifecycle Costing (07:30 - 09:30) • Asset replacement, refurbishment, capex planning
- Module 18: Leading Facility Teams and Stakeholder Communication (09:45 - 11:15) • Delegation, training, engagement strategies
- Module 19: Integrated Facility Management Approaches (11:30 - 01:00) • Centralized vs. decentralized models, outsourcing trends
- Module 20: Final Workshop - Facility Management Strategy Plan (02:00 - 03:30) • Group presentation of comprehensive FM strategy

Certification

Participants will receive a Certificate of Completion in Facility Maintenance & Management Workshop, validating their skills in developing and implementing effective maintenance strategies that ensure safety, compliance, and performance across facility operations.

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