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**Great North Management and Leadership Training Institute presents**

**21st Century Masterclass Facilities Management Short Course**

**Course overview**

As facilities management expands and makes its impact across the globe, it is essential that every stakeholder keeps abreast of thekey developments and trends the role of the facilities manager has grown considerably over the past few years. As legislation places an ever-growing demand on the industry professional,

**The following outcomes will be achieved**

This comprehensive staff development course will help delegates to understand any issue from risk management, environment and legal responsibilities, right through to expert service delivery.

I am confident that whether delegates are commencing a career in facilities management or are seasoned campaigners and practitioners, there is something of value to be gained in this training.

**COURSE OUTLINE:**

The programme consists of Thirteen modules offered in two weeks full day of face-to-face contact session is scheduled for every one of the 13 modules

**The thirteen modules that make-up the programme are:**

1. **Complying with Safety, Healthy, Fire and Environmental Law**
2. **Complying with the law on Staff, Causal and Contractor workers.**
3. **Complying with the Property Law**.
4. **Financial Management**
5. **Risk Management**
6. **Business Continuity**

**7) Outsourcing of facilities management**.

8) **Transport Policies**

**9) Information Technology and Communication**

1**0) Workplace Facilities**

**11) Space design and Management**

**12) Access, Safety and Security**

**13) Maintenance and Repairs**

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| **First Workshop dates** | **11 February 2019 – 22 February 2019** |
| **Second Workshop dates** | **1 April 2019- 12 April 2019** |
| **Third Workshop** | **1July 2019- 12 July 2019** |
| **Fourth Work Shop** | **7 October 2019- 18 October 2019** |
| **Total Course Fees** | **R 19 500.00. The course fee includes, tea, lunch and other learning** |
| **Accommodation** | **Is excluded from the tuition fees** |
| **Total Including Accommodation** | **$ 4 200.00** |
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