



# Building Services Maintenance and Management



+971 4 556 7171  
800 7100 (within UAE)



[www.meirc.com](http://www.meirc.com)



[meirc@meirc.com](mailto:meirc@meirc.com)

**PLUS**  
SPECIALTY TRAINING



**Meirc**  
Training & Consulting

## Why Attend

Building Services deliver the comfort, security, safety, communication, protection, movement and control that tenant's need in their buildings. Without these different systems, the modern Built Environment would simply not function. The correct management, operation and maintenance of these Building Services systems is therefore crucial.

This course begins by examining different Building Services systems and the crucial role they play in making properties work. The course then explores the 14 categories of Building Services to understand different systems and their maintenance requirements. As the course progresses, common maintenance terminology and the procurement of maintenance services are also discussed.

This unique course is based on several highly respected guidance publications: SFG20 - The standard maintenance specification for Building Services; BSRIA BG66/2016 - A guide to best practice procurement of maintenance contracts; CIBSE GVM14 - Maintenance engineering and management; and NRM 3 - Order of cost estimating and cost planning for building maintenance works.

## Course Methodology

This course is written from the perspective of people that manage, operate and maintain buildings. It utilizes scenarios and cases, procedures, documents, drawings, images and videos that these facilities management professionals will be familiar with.

## Course Objectives

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

- Explain the importance of Building Services systems to the high performance of any property
- Classify the 14 types of Building Services systems that are found in buildings
- Describe how SFG20 can be used to manage the delivery of Building Services maintenance works in a controlled manner
- Recognise why different maintenance tasks require various skill sets and need to be undertaken at different frequencies
- Identify common and critical Building Services elements that need maintaining

## Target Audience

This course is aimed at senior personnel involved in the management, operation and maintenance of buildings. Some ideal participants include but are not limited to: estates directors, commercial managers, procurement managers, facilities management, quality managers, health and safety managers, building managers, leasing managers, maintenance managers, asset managers, sustainability managers, and project managers

## Target Competencies

- building management
- maintenance planning
- maintenance strategy
- building services system design

## Note

## Course Outline

- Introduction to Building Services
  - The 21st century built environment
  - Building Services – What they are and why they are important
  - The 3 key elements of Building Services systems
  - The 14 categories of Building Services systems
- Building Services Maintenance
  - Maintenance – What it is and why it matters
  - Common terms used in Building Services maintenance



- Delivering a maintainable building
- Building Services Maintenance Standards
  - SFG20 – The standard specification for maintenance of Building Services
  - Building Services systems and their maintenance (part 1)
    - Sanitary installations
    - Services equipment
    - Disposal installations
    - Water installations
    - Heat sources
- Building Services systems and their maintenance
  - Building Services systems and their maintenance (part 2)
    - Space heating
    - Air conditioning
    - Ventilation systems
    - Electrical installations
    - Fuel installations
- Building Services systems and their maintenance (Continued)
  - Building Services systems and their maintenance (part 3)
    - Lift and conveyor installations
    - Fire and lightning protection
    - Communication systems
    - Security and control installations
    - Specialist installations and builders work



## Location & Date

22 - 26 Sep, 2019	English	Dubai	Novotel Al Barsha
1 - 5 Mar, 2020	English	Dubai	To be assigned
18 - 22 Oct, 2020	English	Dubai	To be assigned

## Fees: US\$ (including coffee breaks and a buffet lunch daily)

Per participant - 2019	US\$ 4800
Per participant - 2020	US\$ 4900

Fees + VAT as applicable

UAE Tax Registration Number 100239834300003



## Courses in Maintenance Planning and Asset Management

Dates	Course Name	Language	Location	Fees
28 Jul - 1 Aug, 2019	Advanced Maintenance Management 	English	Barcelona	US\$ 4900
1 - 5 Sep, 2019	Maintenance Planning, Scheduling and Control 	English	Dubai	US\$ 4900
15 - 19 Sep, 2019	Equipment Failure Analysis and Prevention 	English	Dubai	US\$ 4900
22 - 25 Sep, 2019	Big Data for Maintenance Strategies 	English	Dubai	US\$ 4500
6 - 10 Oct, 2019	Mastering Maintenance Audits 	English	Dubai	US\$ 4900
13 - 17 Oct, 2019	Cost Effective Maintenance 	English	Dubai	US\$ 4900
20 - 24 Oct, 2019	Reliability Engineering Excellence 	English	Dubai	US\$ 4900
27 - 31 Oct, 2019	Value Engineering 	English	Dubai	US\$ 4900
3 - 7 Nov, 2019	Managing Shutdowns, Turnarounds and Outages 	English	Dubai	US\$ 4900
10 - 14 Nov, 2019	Certified Maintenance Planner 	English	Dubai	US\$ 5200
17 - 21 Nov, 2019	IAM Certificate in Asset Management 	English	Dubai	US\$ 5200
17 - 21 Nov, 2019	Facility Planning and Management 	English	Dubai	US\$ 4900
24 - 28 Nov, 2019	Advanced Maintenance Management 	English	Dubai	US\$ 4900
1 - 5 Dec, 2019	Maintenance and Reliability Masterclass (with CMRP exam) 	English	Dubai	US\$ 5200
8 - 12 Dec, 2019	Certificate in Preventive and Predictive Maintenance 	English	Dubai	US\$ 5200
15 - 19 Dec, 2019	Maintenance Planning, Scheduling and Control 	English	Dubai	US\$ 4900
16 - 20 Feb, 2020	Cost Effective Maintenance 	English	Dubai	US\$ 4900
23 - 27 Feb, 2020	Maintenance Planning, Scheduling and Control 	English	Dubai	US\$ 4900
1 - 5 Mar, 2020	Advanced Maintenance Management 	English	Dubai	US\$ 4900
8 - 12 Mar, 2020	IAM Certificate in Asset Management 	English	Dubai	US\$ 4900
8 - 12 Mar, 2020	Reliability Engineering Excellence 	English	Dubai	US\$ 4900
15 - 19 Mar, 2020	Managing Shutdowns, Turnarounds and Outages 	English	Dubai	US\$ 4900
22 - 26 Mar, 2020	Maintenance and Reliability Masterclass (with CMRP exam) 	English	Dubai	US\$ 4900
29 Mar - 2 Apr, 2020	Facility Planning and Management 	English	Dubai	US\$ 4900
29 Mar - 2 Apr, 2020	Value Engineering 	English	Dubai	US\$ 4900
5 - 9 Apr, 2020	Certified Maintenance Planner 	English	Dubai	US\$ 4900
12 - 16 Apr, 2020	Certificate in Preventive and Predictive Maintenance 	English	Dubai	US\$ 4900



## Courses in Maintenance Planning and Asset Management

Dates	Course Name	Language	Location	Fees
31 May - 4 Jun, 2020	Mastering Maintenance Audits <a href="#">PLUS</a>	English	Dubai	US\$ 4900
7 - 10 Jun, 2020	Big Data for Maintenance Strategies <a href="#">PLUS</a>	English	Dubai	US\$ 4900
14 - 18 Jun, 2020	Maintenance Planning, Scheduling and Control <a href="#">PLUS</a>	English	Dubai	US\$ 4900
21 - 25 Jun, 2020	IAM Certificate in Asset Management <a href="#">PLUS</a>	English	Dubai	US\$ 4900
28 Jun - 2 Jul, 2020	Advanced Maintenance Management <a href="#">PLUS</a>	English	Dubai	US\$ 4900
12 - 16 Jul, 2020	Maintenance and Reliability Masterclass (with CMRP exam) <a href="#">PLUS</a>	English	Dubai	US\$ 4900
9 - 13 Aug, 2020	Certificate in Preventive and Predictive Maintenance <a href="#">PLUS</a>	English	Dubai	US\$ 4900
23 - 27 Aug, 2020	Certified Maintenance Planner <a href="#">PLUS</a>	English	Dubai	US\$ 4900
27 Sep - 1 Oct, 2020	Value Engineering <a href="#">PLUS</a>	English	Dubai	US\$ 4900
4 - 8 Oct, 2020	Reliability Engineering Excellence <a href="#">PLUS</a>	English	Dubai	US\$ 4900
11 - 15 Oct, 2020	Cost Effective Maintenance <a href="#">PLUS</a>	English	Dubai	US\$ 4900
25 - 29 Oct, 2020	Maintenance Planning, Scheduling and Control <a href="#">PLUS</a>	English	Dubai	US\$ 4900
1 - 4 Nov, 2020	Big Data for Maintenance Strategies <a href="#">PLUS</a>	English	Dubai	US\$ 4900
1 - 5 Nov, 2020	IAM Certificate in Asset Management <a href="#">PLUS</a>	English	Dubai	US\$ 4900
8 - 12 Nov, 2020	Advanced Maintenance Management <a href="#">PLUS</a>	English	Dubai	US\$ 4900
15 - 19 Nov, 2020	Facility Planning and Management <a href="#">PLUS</a>	English	Dubai	US\$ 4900
15 - 19 Nov, 2020	Maintenance and Reliability Masterclass (with CMRP exam) <a href="#">PLUS</a>	English	Dubai	US\$ 4900
22 - 26 Nov, 2020	Certificate in Preventive and Predictive Maintenance <a href="#">PLUS</a>	English	Dubai	US\$ 4900
29 Nov - 3 Dec, 2020	Mastering Maintenance Audits <a href="#">PLUS</a>	English	Dubai	US\$ 4900
6 - 10 Dec, 2020	Managing Shutdowns, Turnarounds and Outages <a href="#">PLUS</a>	English	Dubai	US\$ 4900
13 - 17 Dec, 2020	Certified Maintenance Planner <a href="#">PLUS</a>	English	Dubai	US\$ 4900



# Meirc Timeline

