



ISO 41001 UNDERSTANDING AND IMPLEMENTING TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor



+603 8022 8330



+603 8022 8201



info@mtbmgroup.com



mtbmgroup.com

Course Title: ISO 41001 Understanding and Implementing Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training provides participants with practical knowledge on the ISO 41001 Facility Management System, including its principles, requirements and implementation approach. It focuses on understanding the standard structure, key clauses, facility management processes and integration with organisational objectives. Through discussions, examples and implementation exercises, participants will learn how to apply ISO 41001 effectively to improve facility performance, operational control and service quality.

OBJECTIVE(S):

- Understand the purpose and framework of ISO 41001.
- Learn the requirements of each clause in the standard.
- Understand facility management concepts and operational needs.
- Strengthen capability to plan and implement ISO 41001.
- Apply documentation and process requirements effectively.
- Improve facility performance and resource management.
- Identify risks, opportunities and performance indicators.
- Support certification readiness through practical implementation steps.

TARGET GROUP(S):

- Facility management personnel
- Facility engineers and coordinators
- Building and maintenance managers
- Safety, health and environment teams
- ISO committee members
- Anyone involved in facility operations and compliance

ENTRY REQUIREMENT(S):

- Able to read, write and communicate verbally in Malay/English

TOPIC(S):

1. Introduction to ISO 41001 and Facility Management Principles
2. Context of the Organisation and Facility Management Scope
3. Leadership, Roles and Responsibilities Under ISO 41001
4. Planning, Risks, Opportunities and FM Objectives
5. Support Processes, Competence and Documentation Requirements
6. Operational Control and Facility Management Processes
7. Performance Evaluation, Monitoring and Internal Audit Requirements
8. Improvement, Corrective Actions and Certification Preparation

LIST OF REFERENCE BOOK(S):

- ISO 41001:2018 Standard
- Facility management best practice guides
- ISO implementation and auditing references

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories
- Flip chart with accessories
- ISO 41001 documentation and templates

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies
- Implementation exercises
- Sample documentation review

TRAINING SCHEDULE

Day 1

| Time | Activity / Topic |
|---------------------|---|
| 8:30 am – 9:00 am | Registration and Introduction |
| 9:00 am – 10:15 am | Topic 1: ISO 41001 Overview and FM Concepts |
| 10:15 am – 10:30 am | Morning Tea Break |
| 10:30 am – 12:30 pm | Topic 2: Context of Organisation and FM Scope |
| 12:30 pm – 1:30 pm | Lunch Break |
| 1:30 pm – 3:30 pm | Topic 3: Leadership, Roles and Responsibilities |
| 3:30 pm – 3:45 pm | Afternoon Tea Break |
| 3:45 pm – 5:00 pm | Topic 4: Planning, Risks and FM Objectives |

TRAINING SCHEDULE

Day 2

| Time | Activity / Topic |
|---------------------|---|
| 8:30 am – 9:00 am | Recap of Day 1 |
| 9:00 am – 10:15 am | Topic 5: Support Processes and Documentation Requirements |
| 10:15 am – 10:30 am | Morning Tea Break |
| 10:30 am – 12:30 pm | Topic 6: Operational Control and FM Processes |
| 12:30 pm – 1:30 pm | Lunch Break |
| 1:30 pm – 3:30 pm | Topic 7: Performance Evaluation and Internal Audit |
| 3:30 pm – 3:45 pm | Afternoon Tea Break |
| 3:45 pm – 5:00 pm | Topic 8: Improvement and Certification Preparation |