
Overview

This standard is based on Construction Industry Council (unit E33)

This standard determines the planning and implementation of maintenance of hard FM assets, systems and services. It is designed to demonstrate competence in determining the quality and relevance of security provision against given criteria whilst setting the standard to:

1. Plan and schedule the maintenance of property, systems and services
2. Implement the maintenance of property, systems and services
3. Identify opportunities for the introduction of energy efficiency measures

Prioritise and implement the maintenance of property, systems and services

Performance criteria

Prioritise and schedule the maintenance of property, systems and services

You must be able to:

- P1 confirm operational objectives for the use and maintenance of property, systems and services. Scheduled and preventative, unscheduled and corrective and emergency maintenance are all included
- P2 identify, consult on and review all relevant statutory and legal requirements, manufacturer's guidance notes and a client's own needs about the maintenance of property, systems and services
- P3 prioritise maintenance activities by assessing costs and benefits, life cycle costing and value engineering and accounting for other influencing factors
- P4 Identify opportunities for the introduction of energy efficiency measures into planned maintenance procedures
- P5 Identify the importance of maintenance on the efficiency of property and systems with respect to energy consumption
- P6 Identify opportunities to introduce energy efficiency measures which will reduce or improve maintenance activities
- P7 amend priorities to take account of a variety of changing circumstances whilst maintaining consistency with the influencing factors
- P8 prepare plans and schedules of maintenance activities and negotiate and agree them with decision makers
- P9 agree plans and schedules of maintenance activities which supports the operational objectives and priorities for property, systems and services use and maximises energy and water usage efficiency

Implement the maintenance of property, systems and services

You must be able to:

- P10 set up and carry out programmes of regular inspection and maintenance which will minimise property, systems and services deterioration and downtime and maintain their optimum performance as well as minimising energy usage and promotes energy efficiency
- P11 define, clearly, who is authorised to use property, systems and services and monitoring usage regularly

Prioritise and implement the maintenance of property, systems and services

- P12 specify maintenance notification and recording systems, implement and monitor their use
- P13 observe relevant statutory requirements for the maintenance of property, systems and services
- P14 conduct maintenance condition, performance and health and safety inspections to meet statutory testing, examination, inspection and certification requirements and maintain performance using safe working methods and practices
- P15 identify and assess faults and problems and recommend corrective action which conforms to safe working methods and practices
- P16 Identify and assess opportunities for introducing relevant energy efficiency measures into current working methods and practices
- P17 keep accurate records of inspections, faults, problems and corrective action and the costs involved
- P18 identify, assess and maintain the necessary human, capital and recurrent resources for maintenance activities

Prioritise and implement the maintenance of property, systems and services

Knowledge and understanding

You need to know and understand:

- K1 how to confirm operational objectives for the use and maintenance of property, systems and services
- K2 what to identify as influencing factors and all relevant information about the maintenance of property, systems and services
- K3 how and why to review and consult on the influencing factors and all relevant information guidance material about the maintenance of property, systems and services
- K4 how and why to prepare and negotiate plans and schedules of maintenance activities
- K5 how and why to agree plans and schedules of maintenance activities with decision makers
- K6 how and why to prioritise maintenance activities by assessing and accounting for all the influencing factors
- K7 how to amend priorities to take account of changing circumstances and maintain consistency with the influencing factors
- K8 how to identify opportunities for the introduction of relevant energy efficiency measures and the implications for changes in maintenance methods and procedures
- K9 how and why to specify maintenance, notification and recording systems
- K10 how to implement and monitor use of maintenance, notification and recording systems
- K11 how and why to set up programmes of regular inspection and maintenance which will minimize property, systems and services deterioration and downtime and maintain their optimum performance
- K12 how to carry out programmes of regular inspection and maintenance which will minimise property, systems and services deterioration and downtime and maintain their optimum performance
- K13 how and why to monitor usage of property, systems and services
- K14 how and why to define who is authorised to use property, systems and services
- K15 how to observe relevant statutory requirements for the maintenance of property, systems and services

Prioritise and implement the maintenance of property, systems and services

- K16 how to conduct maintenance inspections to meet statutory requirements and maintain performance using safe working methods and practices
- K17 what to identify as faults and problems
- K18 how and why to assess faults and problems
- K19 how to implement corrective action
- K20 how to keep accurate records of inspections, faults, problems and corrective action and the costs involved
- K21 how and why to recommend corrective action
- K22 what to identify as the necessary resources for maintenance activities
- K23 how to maintain the necessary resources for maintenance activities

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Suite Facilities Management

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