

For Applicant's Information & Retention

Criteria for Certification

CPFM Cat 1 – Those who possess recognised degree in property and facility management and with at least 5 years of relevant experience or those with a recognised diploma in property and facility management with at least 10 years of relevant experience.

CPFM Cat 2 – Those who possess recognised degree in property and facility management and with at least 1 year of relevant experience or those with a recognised diploma in property and facility management with at least 3 years of relevant experience. Those without a recognised diploma and degree in property and facility management but with at least 10 years of relevant experience may also apply.

Additional Criteria

In addition to the minimum eligibility for certification, all applicants are required to satisfy the following criteria before admission to the appropriate categories of certification:

CPFM Cat 1 – Applicants are required to attend a refresher seminar or workshop on topics relating to property and facility management. Applicants with vast experience and knowledge in property and facility management may be exempted from attending such a seminar or workshop.

CPFM Cat 2 – Applicants are required to attend a course in property and facility management and a course in BMSMA. They will need to pass a test at the end of these two courses. The content of the course is reflected in the next page.

Fees for Certification

The certification is payable per year. For renewal of certification, applicants are required to show continuous professional development and training during the past years. All certified managers will be required to log in 20 hours of approved CPD for every year. The fees for first-time application and renewal are the same as follows:

	CPFM Cat 1	CPFM Cat 2
AAPFM	-	\$25
MAPFM	\$25	\$25
FAPFM	\$25	-
Non-Members	\$150	\$100

For APFM Members to note:

The fees in the table above shows the amount to be paid on top of your yearly subscription fee.

Content of Module for CPFM Cat 2

A) Fundamentals in Property and Facility Management

The module will cover the general principles in property and facility management. It will highlight the salient features in strata management, town council management and facility management. It will also review the key issues in successful management in the context of Singapore's environment.

B) Sustainable Facility Management

This module will highlight the increasing importance of sustainability in property and facility management. It will discuss the initiative in green buildings, the control and legislation on green buildings, and the role of the manager in ensuring long sustainability of their buildings and developments.

C) Practice and Conduct in Property and Facility Management

The module will outline the general responsibilities of property and facility managers and the ethical conduct expected of them. The appointment and practice requirements including the management of disputes will be covered.

D) Building Maintenance and Strata Management Act

This module will provide coverage of the main features of the BMSMA. It will cover the rights and duties of the various stakeholders in the management corporation and appreciation of the legal requirements with respect to BMSMA.