

**Association of Property and Facility Managers
Property and Facility Management and BMSMA Course**

Content of Module

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.