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IFMA CFM Exam Syllabus Topics:

Topic	Details
Topic 1	• Performance and Quality: This section evaluates the skills of the target audience in quality management and performance management. It emphasizes the importance of maintaining high standards in facility operations to ensure efficiency and effectiveness.
Topic 2	• Finance and Business: This section measures the skills of Financial Managers in operational and capital budgeting processes. It includes evidence-based decision-making processes, procurement strategies, contracting practices, financial analysis, and reporting to ensure sound financial management within facilities.
Topic 3	• Real Estate: This domain assesses the skills of the target audience in developing real estate strategies. It covers real estate assessment, acquisition, disposal processes, asset management, space management, major projects, and new construction to optimize facility use.
Topic 4	• Occupancy and Human Factors: This section measures the skills of Facility Managers and covers the workplace environment, occupant services, and occupant health, safety, and security. Understanding these factors is essential for creating a conducive and safe work environment for all occupants. Operations and Maintenance: This domain assesses the capabilities of Operations Managers in managing buildings, systems, infrastructure, and grounds. It includes overseeing furniture, fixtures, and equipment, ensuring physical safety and security, and implementing effective operations and maintenance processes. Knowledge of work management support systems and handling renewals and renovations is also critical.
Topic 5	• Leadership and Strategy: This domain focuses on the competencies of Facility Managers in strategic planning and alignment with organizational demands. It covers policies, procedures, compliance issues, individual and team management, leadership qualities, relationship management, change management, corporate social responsibility, and understanding external factors affecting facility management.
Topic 6	• Facility Information Management and Technology Management: This domain focuses on the skills of Information Technology Managers in data collection and information management. It includes information protection and cybersecurity, technology needs assessment and implementation, and maintenance and upgrades of technology systems to ensure efficient operations.
Topic 7	• Project Management: This section focuses on the planning and design phases of projects. It includes execution and delivery processes along with evaluation techniques to ensure successful project outcomes within facility management contexts.
Topic 8	• Risk Management: This section measures the skills of Risk Managers in planning for risk management. It includes emergency preparedness, response, recovery strategies, facility resilience, and business continuity planning to mitigate potential risks associated with facility operations.

IFMA Certified Facility Manager Sample Questions (Q47-Q52):

NEW QUESTION # 47
What is an effective way to engage your staff in generating ideas that support the organization's goal?

- A. Consider only those ideas of select staff.
- B. Develop an open-door policy and dialogue with staff on how the team may help the organization achieve its goals.
- C. Obtain feedback from staff and implement those ideas with positive feedback.
- D. Roll out to the organization those processes which you believe are effective.

Answer: B

Explanation:
Anopen-door policy and dialoguefoster collaboration and encourage innovation by:
* Allowing employees to voice concerns and propose improvements.
* Creating a culture of continuous improvement and engagement.
* Ensuring alignment between employee contributions and organizational goals.
* Why the other options are incorrect:
* (A) Limiting ideas to select staffdiscourages participation and innovation.
* (B) Rolling out predetermined processesignores valuable input from employees.
* (C) Implementing only ideas with positive feedbackmay overlook beneficial but initially unpopular ideas.

NEW QUESTION # 48
What process assesses physical entry points and specific business activities to determine who should be authorized to enter specific areas and the type of security system to use?

- A. An access risk analysis.
- B. A lock hierarchy protocol.
- C. A cyber security plan.
- D. A sustainability analysis.

Answer: A

Explanation:
An access risk analysis (D)is used toevaluate facility security needs, determine authorization levels, and select appropriate security systems.
* Why is this important?
* Protects sensitive areas
* Ensures compliance with safety protocols
* Prevents unauthorized access
* Why not other options?
* (A) A lock hierarchy protocolis a subset of access control but not a comprehensive risk assessment.
* (B) Cyber security focuses on digital threats, not physical access.
* (C) A sustainability analysis relates to environmental impact, not security.

NEW QUESTION # 49
What does the effectiveness of infrastructure resilience rely on?

- A. Written incident response plans, training, management participation, employee adaptability.
- B. Back-up power, capital planning, supply chain, security.
- C. Finance, security, supply chain, communications.
- D. Robustness, resourcefulness, rapid recovery, redundancy.

Answer: D

Explanation:
Infrastructure resilience is the ability of a facility toanticipate, absorb, adapt to, and recover from disruptive events. The four key components of resilience arerobustness(ability to withstand disruptions), resourcefulness(ability to identify and manage disruptions),rapid recovery(ability to restore functionality quickly), andredundancy(backup systems to prevent total failure). These factors ensure a facility can continue operations despite disasters or disruptions.

NEW QUESTION # 50
What information does the facility manager need to ensure the proposed cafeteria price increases are reasonable?

- A. Current purchasing data
- B. Current market data
- C. Customer opinion surveys
- D. Written justifications and data

Answer: B

Explanation:
TheFinance and Businesscompetency in IFMA states thatbenchmarking against market trendsensures fair and justifiable pricing.
* Current market data (C)provides anobjective basisfor evaluating price changes.
* Purchasing data (A)shows historical costs but does not validate new pricing.
* Written justifications (B)are essential but must be verified against external data.
* Customer surveys (D)gauge satisfaction but do not determinecost-effectiveness.
Market data ensures pricing aligns withindustry standards and inflation trends, avoidingunjustified increases.

NEW QUESTION # 51

How should rainwater from a hospital roof be used?

- A. Landscape maintenance.
- B. Medical process rinses.
- C. Domestic, such as bathing.
- D. Dishwashing in the kitchen.

Answer: A

Explanation:
Rainwater harvesting is commonly used fornon-potable applications, especially in healthcare facilities where strict water quality standards apply.
* Landscape maintenanceis a safe and effective use of rainwater, reducing the demand for potable water.
* Bathing and dishwashing (Options A & B)require high-quality, pathogen-free water, which rainwater may not meet without extensive treatment.
* Medical process rinses (Option D)require highly purified water to prevent contamination, making rainwater unsuitable.

NEW QUESTION # 52

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