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IFMA CFM Exam Syllabus Topics:

Topic	Details
Topic 1	• 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 2	• 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.
Topic 3	• 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 4	• Communication: This domain assesses the abilities of Risk Managers in planning, delivering, and evaluating communication strategies within facility management. Effective communication is vital for ensuring that all stakeholders are informed and engaged.
Topic 5	• 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 6	• 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 7	• 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.

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IFMA Certified Facility Manager Sample Questions (Q211-Q216):

NEW QUESTION # 211
What measures could you have taken to ensure your staff member focused on measurable priorities that you had established?

- A. The Project Coordinator should have set up regular appointments with you to demonstrate how he was completing his tasks according to the performance measures that he established.
- B. You should have hired a very experienced Project Coordinator to ensure that your priorities were met.
- C. You should have met with your Project Coordinator regularly to prioritize work, review assigned projects, and report on performance.
- D. You should have made it clear when hiring your Project Coordinator that it was his responsibility to ensure his projects were completed in a quality manner.

Answer: C

Explanation:
The IFMA Leadership and Strategy competency emphasizes the importance of continuous performance management and regular check-ins.
* Option D (Correct): Regular meetings ensure alignment on goals, progress tracking, and timely feedback.
* Option A (Clarifying responsibility during hiring) is helpful but does not replace ongoing guidance.
* Option B (Employee setting up their own reviews) lacks managerial oversight and structure.
* Option C (Hiring a more experienced employee) does not guarantee success without proper direction.
Proactive management through regular communication improves accountability and performance.

NEW QUESTION # 212
What is an example of adaptive change?

- A. Vendors launching a new product division
- B. New policy for working from home
- C. Employee seeks college education
- D. Construction of a new head office

Answer: B

Explanation:
Adaptive change refers to modifications in policies, procedures, or behaviors in response to evolving needs. The IFMA Change Management framework highlights that policy shifts (e.g., remote work policies) exemplify adaptive change.
* Option B (New policy for working from home) is correct because it adapts organizational culture and work practices.
* Option A (New product division) is a business expansion, not an internal adaptation.

* Option C (Employee education) is personal growth, not organizational adaptation.
* Option D (New head office construction) is a structural change, not an adaptive change.
Adaptive change typically focuses on organizational flexibility and behavioral adjustments.

NEW QUESTION # 213

How is the Facility Condition Index (FCI) determined?

* A. Multiplying the cost of deficiencies by the facility replacement value.
* B. Dividing the facility replacement value by the cost of deficiencies.
* C. Subtracting the facility replacement value by the cost of deficiencies.
* D. Dividing the cost of deficiencies by the facility replacement value.

Answer: D

Explanation:
TheFacility Condition Index (FCI)is a key metric used in facility management to assess the condition of a facility. It is determined by:
A close up of words AI-generated content may be incorrect.

$$FCI = \frac{Cost\ of\ Deficiencies}{Facility\ Replacement\ Value}$$

* A lower FCI indicates a better-maintained facility, while a higher FCI suggests significant maintenance needs.
* Why the other options are incorrect:
* (B) Subtracting values does not produce a useful ratio.
* (C) Dividing in the reverse order does not align with industry standards.
* (D) Multiplying the values does not create a comparative index.
The FCI is commonly used incapital planning and budgeting decisions.

NEW QUESTION # 214

When is the final payment made for a large-scale construction project?

* A. Upon receipt of all deliverables, closeout documents, and lien releases
* B. At the time of substantial completion
* C. After no less than 100% of the construction work has been completed

Answer: A

Explanation:
For a large-scale construction project, the final payment is made only after receiving all deliverables, closeout documents, and lien releases (Option C).
Why Option C is Correct?
* A project is not considered fully complete until all deliverables, warranties, and lien releases have been submitted.
* Lien releases ensure that contractors, subcontractors, and suppliers have been fully paid, preventing future legal claims.
* Closeout documents include as-built drawings, operation manuals, and warranties, which are critical for facility operations.
* IFMA's Project Management Core Competency states that FM professionals must ensure all final compliance, legal, and financial obligations are met before final payment.
Why Other Options Are Incorrect?
* Option A (At the time of substantial completion): Substantial completion means the building is functional, but minor work (punch list items) remains. Final payment should not be made until all contractual obligations are met.
* Option B (After 100% construction completion): While physical construction may be completed, final administrative tasks, legal documentation, and compliance verifications must still be finalized before payment.

NEW QUESTION # 215

The facility manager has been asked to provide a listing of all properties owned and leased by the organization. In which system

does the information typically reside?

- A. Building Information Modeling System.
- B. Computerized Maintenance Management System.
- C. Building Automation System.
- D. Computer Aided Facility Management System.

Answer: D

Explanation:
AComputer-Aided Facility Management (CAFM) Systemis designed to managereal estate portfolios, space planning, and asset tracking. It provides centralized data onowned and leased properties, making it easier for facility managers to track leases, maintenance, and space utilization. This system supportsstrategic decision-makingregarding property management.

NEW QUESTION # 216
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