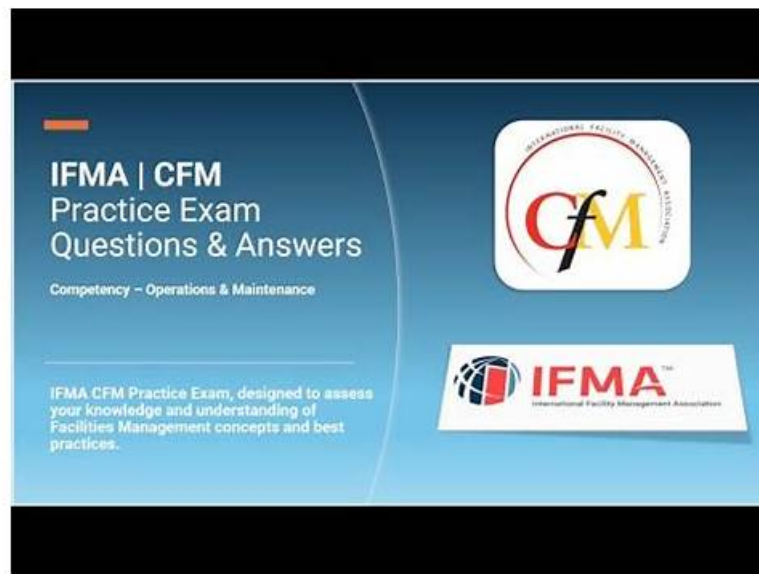


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## IFMA Certified Facility Manager Sample Questions (Q17-Q22):

### NEW QUESTION # 17

You are assigned to manage a janitorial contract for a large facility, and a dispute has arisen over the method and frequency for cleaning the hallways. What is the most expedient strategy for resolving the dispute?

- A. Mediation
- **B. Negotiation**
- C. Arbitration
- D. Litigation

**Answer: B**

Explanation:

Negotiation (B) is the quickest and most cost-effective way to resolve disputes in a facility contract.

\* Negotiation fosters a direct dialogue to reach a mutual agreement before escalating to formal legal procedures.

\* Why not other options?

\* (A) Mediation involves a third party, which can prolong the process.

\* (C) Litigation is costly and time-consuming.

\* (D) Arbitration is binding and may remove flexibility in decision-making.

### NEW QUESTION # 18

A landlord has just completed a major capital improvement in a multi-tenant commercial building. The property manager is responsible for determining if the costs of the project can be recovered from the tenants. What is NOT part of the process?

- A. Determining how much should be recovered each year and for how many years
- B. Determining if a finance charge gets added to the recoverable costs
- **C. Splitting costs evenly and charging all costs in the year when the project was performed**
- D. Checking each lease to determine if capital costs are recoverable

**Answer: C**

Explanation:

Capital cost recovery must be aligned with lease agreements and amortized properly. The IFMA Real Estate and Property Management competency states that costs should be allocated fairly based on lease terms and not simply split evenly in a single year.

\* Option B (Splitting costs evenly in one year) is incorrect because it does not account for lease agreements and amortization.

\* Option A (Checking lease agreements) is necessary to determine legal recoverability.

\* Option C (Annual cost recovery assessment) ensures fair tenant billing over time.

\* Option D (Finance charge consideration) determines if additional costs should be included.

Facility managers must follow lease agreements and ensure fair cost allocation among tenants.

### NEW QUESTION # 19

What is MOST important when creating a facility culture of safety and security?

- A. Involving only senior management in the risk assessment
- B. Focusing exclusively on near misses
- C. Relying on a risks and hazards assessment after an incident has occurred
- **D. Evaluating potential hazards and implementing corrective action, if needed**

**Answer: D**

Explanation:

The IFMA Risk Management and Safety competency stresses that proactive hazard evaluation and corrective action are essential for safety culture.

\* Option B (Correct): Identifying risks early prevents incidents and fosters a strong safety culture.

\* Option A (Waiting until after an incident) is reactive and increases liability.

\* Option C (Involving only senior management) excludes critical frontline staff insights.

\* Option D (Focusing only on near misses) ignores broader risk factors.

A proactive, organization-wide approach to safety minimizes risks and fosters accountability.

### NEW QUESTION # 20

How can facilities management improve the sustainability of the building envelope?

- A. Increasing efficiency of the central air conditioning chiller plant
- B. Ignore maintenance of the exterior surfaces subject to degradation
- C. Removing shading devices
- **D. Scheduling quarterly inspection of building exterior for structural defects**

**Answer: D**

Explanation:

The building envelope plays a crucial role in energy efficiency and sustainability. The correct answer is:

- \* Regular inspections help detect and prevent degradation, ensuring optimal insulation, sealing, and weatherproofing.
- \* Why the other options are incorrect:
- \* (B) Improving HVAC efficiency is important but does not directly enhance the envelope.
- \* (C) Ignoring maintenance leads to increased energy costs and structural issues.
- \* (D) Removing shading devices increases solar heat gain, reducing sustainability.

#### NEW QUESTION # 21

Both the facility and information technology managers are asked to assign staff to work together on a major project. Halfway through the project, the managers observe that the team is in a win-lose power struggle because of divergent views among team members. How should the facility and information technology managers initially intervene?

- A. Reassign project managers
- B. Assign additional members from each department to foster more problem-solving
- **C. Reestablish meeting guidelines**
- D. Assign new team members who have similar personalities

**Answer: C**

Explanation:

Reestablishing meeting guidelines (A) is the best way to address a win-lose power struggle, ensuring structured communication and conflict resolution.

- \* Clearly defining roles and expectations prevents misunderstandings and fosters collaboration.
- \* Reassigning project managers (B) can disrupt continuity and may not resolve underlying team conflicts.
- \* Assigning members with similar personalities (C) can limit diverse problem-solving perspectives.
- \* Adding more members (D) might increase complexity without addressing root causes.

#### NEW QUESTION # 22

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Where should you configure the sensor communication parameters, CFM? Generally speaking, you should position the horizon one-third of the way up or down in the frame.

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