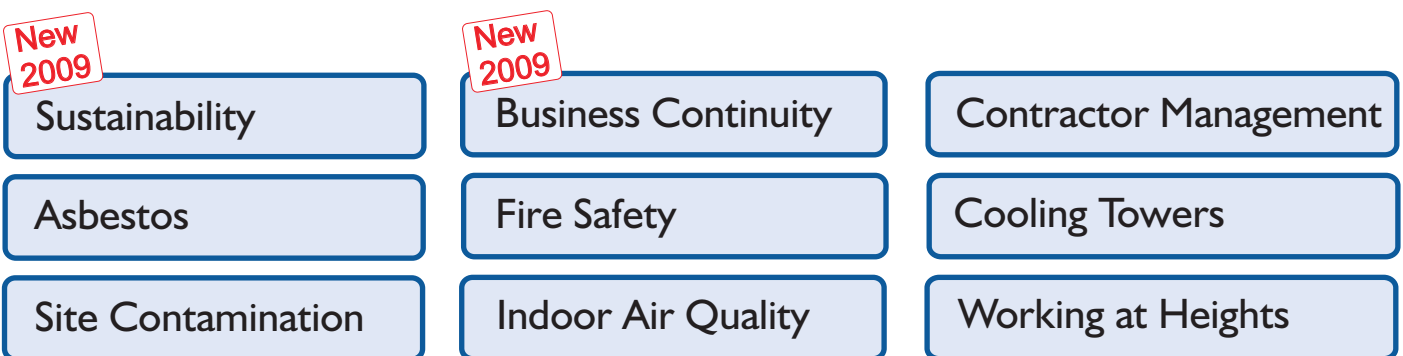


Managing property risk assists in providing a safe and healthy environment for tenants, employees and visitors. Additional benefits relate to meeting legislative obligations, enhanced business reputation and more efficient operation of assets.

Noel Arnold & Associates popular Property Risk Management training program has assisted numerous facility managers, contractor supervisors, building owners, and others involved in the management of properties to understand their risk management obligations and identify effective and practical risk control measures.

Property Risk Management Training Program

The 3 day interactive training program is conducted by our experienced trainers who provide practical guidance to assist in effectively managing key property risk issues, including:



Key Training Outcomes

- Increased awareness of property risks
- Practical and effective risk control strategies
- Understanding of legislative obligations



Improved Management & Performance of Assets

Why Noel Arnold & Associates?

NAA has provided risk management services in the property sector for over 20 years. Our trainers are consultants who have worked with property management organisations. We understand the property environment and risk management issues.



Course Outline

The three-day course is available on a daily basis enabling attendance at one, two or three days.

DAY 1

Morning

Introduction to Risk Management
Application of risk management principles to the property sector.

Hazardous Materials

- Types & location of hazardous materials (eg asbestos lead, PCB's)
- Legislative obligations & risk control strategies

Afternoon

Cooling Towers

- Understanding Legionella risk factors
- Legislative requirements to manage cooling towers
- Risk management strategies & practical control measures

DAY 2

Morning

High Risk Areas

- Identifying the key risks
- Working at height, confined spaces, Radio Frequency Radiation zones
- Management of the risks- legislative requirements & control measures

Indoor Environment

- Factors & risks impacting indoor air quality
- Interpreting indoor air quality results & corrective measures
How to monitor & understand indoor air quality results?

Afternoon

Sustainability

New

- Overview of environmental issues in the property sector
- Legislative developments
- Improving building resource efficiency
- Environmental rating schemes for buildings

Land Contamination

- Importance of early detection and monitoring systems
- Effective management & monitoring strategies

DAY 3

Morning

Fire Safety & Emergency Response

- Duty of Care obligations
- Opportunities to reduce cost & increase safety through fire engineering design
- Emergency preparedness and maintenance of fire safety systems & essential services

Contractor Management Part 1:

- Contractor management - OHS issues
- Contractor management - OHS obligations
- OHS considerations in selection, engagement and management

Afternoon

Contractor Management Part 2:

- Monitoring contractor performance
- Defining responsibilities & requirements
- Inspections, audits and corrective actions

Business Continuity Planning

New

- Business Continuity Planning - an asset management tool
- Establishing & implementing a Business Continuity Plan

Facilities Management Case Study

- Working through a case study of the information discussed over the 3 days

The course is offered at \$450 (GST incl.) per day or \$1275 (GST incl.) for the full three days. A series of training sessions are presented at our Training Centres in Melbourne, Sydney and Brisbane.

Prices are per person and are fully inclusive of:

- Comprehensive course book
- Daily lunch, morning and afternoon refreshments