



IAMP

Immovable Asset Management Programme



GAUTENG: MIDRAND/CENTURION/PRETORIA*

*Accommodation and transport: You are responsible for your own accommodation and transport.

Offered by: Career Excel Academy (CEA) in collaboration with Higher Education Institutions

NQF level 6: 16 credits

**Tuition fees, inclusive of all study material,
are based on specific in-house group presentation requirements**

5 DAY COURSE

PROFILE

The IAMP is an intensive five day course which is facilitated by CEA for universities and other institutions. It has been structured around the Government Immovable Asset Management Act (GIAMA), Act 19 of 2007 to provide delegates with a thorough understanding of immovable asset management and the application thereof in practice.

The objective of the course is to cover the proven generic areas of immovable asset management and to enhance your general management and leadership skills. On completion of the course (the outcome), delegates should be able to utilise the relevant concepts of immovable asset management and contribute to future development of immovable asset management as a strategic tool in their workplaces.

The contents of the course are broad based and supported by extensive course material which is included in your course package.

STRUCTURE & CONTENTS

The course is structured to cover the following aspects:

WORKSHOP & ASSIGNMENT FOCUS AREAS:

- User Asset Management Plan
- Custodian Asset Management Plan

COMPREHENSIVE KNOWLEDGE BASE:

- General and strategic management
- Structure of the built environment
- Immovable Asset Management defined and contextualised
- Immovable Asset Management Plans
- Linking strategy to service delivery requirements
- Data Migration
- Gap Analysis
- Immovable Asset Management Life Cycle Phases
- Immovable Asset Management Systems
- Immovable Asset Management in the provincial government context
- The legislative regime that guides IAM
- Immovable Asset Management in the national government context
- The Immovable Asset Register: best practices and requirements
- Immovable Asset Register Integration and Updating
- Asset Management in the National Treasury accounting context
- Commercial and Contract Law relating to Immovable Assets
- Heritage Management
- Enablers for effective immovable asset management execution
- Performance Assessment of Facilities and Condition Assessment
- Maintenance Management
- Quality Management
- BIM
- Immovable Asset Management Maturity Matrix: Practical Assessment of your organisation

ASSESSMENT

- A short open book “Knowledge Gained Survey” on the final day of the programme.
- Compilation and submission of practical own workplace applicable assignment after completion of the course.
- The course content is extensive, but delegates receive comprehensive study material for utilisation when preparing the assignment.

WHO SHOULD ATTEND

The following people will benefit substantially from this intensive course:

- Public sector employees on all three levels of government: local, provincial and national, who are involved with aspects of GIAMA and Asset Management.
- Private practitioners and service providers who are actively engaged with aspects regarding immovable assets.
- Politicians who wish to expand their personal knowledge regarding GIAMA and Asset Management, and its implications for office bearers.

LECTURE PROGRAMME & MENTORING WORKSHOPS

1. LECTURE PROGRAMME:

The IAMP is only offered **in-house as a five day programme** for specific clients. We can provide the venue and catering, or we can utilise the client’s facilities if the venues are suitable and conducive for training purposes.

2. MENTORING WORKSHOPS:

We have the capacity to extend the IAMP five day programme with mentoring workshops to ensure that candidates apply the knowledge gained. These mentoring workshops may be structured in the following fashions:

- 2.1 Conducted with groups, with group members equipped with computers.
- 2.2 Conducted on a one-on-one basis at each candidate’s workplace.
- 2.3 Special quotations in terms of each client’s specific requirements.

PROGRAMME FEE STRUCTURE

LECTURE PROGRAMME:

| OUR VENUE & CATERING INCLUDED* | |
|--------------------------------|-----------------------------------|
| Delegates | TOTAL Cost |
| 1 – 5 | R130 000-00 |
| 6 – 10 | R190 000-00 |
| 11 – 15 | R240 000-00 |
| 16 – 20 | R270 000-00 |
| 21 & more | R 12 750-00 per additional person |

| CLIENT OWN VENUE & CATERING* | |
|------------------------------|----------------------------------|
| Delegates | TOTAL Cost |
| 1 – 5 | R117 500-00 |
| 6 – 10 | R165 000-00 |
| 11 – 15 | R202 500-00 |
| 16 – 20 | R220 000-00 |
| 21 & more | R 9 300-00 per additional person |

*These fees are applicable to Gauteng and may be adjusted for other provinces.

CERTIFICATION

A certificate of completion is issued to delegates who have completed the “Knowledge Gained Survey” and assignment successfully, whilst a certificate of attendance is issued to other delegates. In terms of the Higher Education Quality Committee (HEQC) Framework for Delegated Functions, MSA has the authority to quality assure its own Short Learning Programmes (SLPs) and the certification is thus also SAQA compliant.

COMMENTS FROM DELEGATES WHO ATTENDED PREVIOUS COURSES FACILITATED BY CEA

- Knowledge gained on topic.
- Relevant information.
- Learned a lot!
- Content is very good and useful for application.
- Good exposure through exercises.
- Very dynamic way of presentation.
- Sharing of knowledge and experience.
- Very applicable.
- Excellent & interactive.

Why **struggle** on your own learning path? Get **all** the information and guidance condensed into **one** package.

Information & Registration

Queries related to Course Content:
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