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SECTION A: QUALIFICATION DETAILS													
QUALIFICATION DEVELOPER (S)		BA ISAGO University											
TITLE	Bachelor of Science in Facilities Management										NCQF LEVEL	7	
FIELD	Physical Planning & Construction		SUB-FIELD		Facilities Management					CREDIT VALUE	498		
New Qualification					✓		Review of Existing Qualification						
SUB-FRAMEWORK		General Education					TVET					Higher Education	✓
QUALIFICATION TYPE	Certificate	I	II	III	IV	V	Diploma	Bachelor			✓		
	Bachelor Honours			Post Graduate Certificate			Post Graduate Diploma						
	Masters				Doctorate/ PhD								

RATIONALE AND PURPOSE OF THE QUALIFICATION

RATIONALE:

In its Vision 2036, the Botswana Government is aiming to be a diversified, sustainable and high-income country. Botswana is one of the developing countries, According to the Botswana Habitat III Report (2014) Gaborone regarded as one of the fastest growing cities in Africa. As a result, there is a significant growth in facilities infrastructure development. As these facilities multiply, the country should be ready to manage them. Among these are hotels, office space, shopping complexes, new schools from primary to tertiary institutions and arenas which need proper facilities management. The Vision 2036 pillar of Sustainable Economic Development requires people who are trained in facilities management in order to contribute to the sustainable development through integrated and solutions in the built environment.

Furthermore, all the envisaged development in the National Development Plan (NDP 11) requires people who

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are trained and well equipped in facility management for public, private and institutional organizations. The need for training and developing people in facilities management is also supported by the Human Resources Development Council Top Occupations in High Demand (HRDC, 2016) under the finance and business sector, where property managers and real estate experts are listed as occupations in high demand, to which facilities management is closely related to, taking into consideration that it looks at the overall management of facilities not just properties, which is usually for commercial purposes.

Facilities Management is an interdisciplinary field devoted to the coordination of space, infrastructure, people and organization, often associated with the administration of office blocks, arenas, schools, convention centers, shopping complexes, hospitals, hotels amongst others.


PURPOSE:


The purpose of this qualification is expected to produce graduates with specialized knowledge, skills and competences to:


- Implement appropriate tools and techniques in facilities planning, design, analysis and management.
- Analyze the technological, economic, social, environmental and legal framework in relation to facilities management.
- Develop maintenance and management plans for built environment infrastructure that support the core business of an organization.
- Implement the strategic aspects of corporate facilities management.
- Monitor the built environment to ensure compliance with applicable legal requirements including health and safety, building regulations, fire regulations, access and security.

ENTRY REQUIREMENTS (including access and inclusion)


- NCQF Level IV or equivalent.
- There is provision for entry through Recognition of Prior Learning (RPL) which shall be administered according to the National RPL Policy.

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Analyze the technological, economic, social, environmental and legal framework in relation to facilities management. 	1.1 Examine the impact of current legislation and regulations and other environmental factors that affect facilities 1.2 Develop measures pertaining to creating a working environment which enhances productivity. 1.3 Formulate strategies that focus on international, industry, sector, and organizational standards and/or requirements 1.4 Analyze the external requirements and needs of a facility manager. 1.5 Assess the risks presented by the changing environment to facilities management
2. Develop maintenance and management plans for built environment infrastructure that support the core business of an organization.	2.1 Prepare the resources for implementation of facility management. 2.2 Evaluate practices and procedures of proper facilities maintenance and management. 2.3 Apply suitable techniques and equipment for undertaking sustainable facilities management practices. 2.4 Draft facilities management regulations, procedures and requirements. 2.5 Appraise performance of facilities.
3. Apply the roles and responsibilities of the facilities manager in the context of an organization's resources	3.1 Identify problems and organize for repairs and replacements through inspection of buildings 3.2 Develop the maintenance and refurbishment schedule for facilities


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	<p>3.3 Draw budgets for the maintenance of facilities</p> <p>3.4 Prepare documents to make public tenders for suppliers.</p> <p>3.5 Monitor service contracts in connection with the building and maintenance of facilities.</p> <p>3.6 Produce reports on the operational effectiveness of facilities.</p> <p>3.7 Develop and maintain an assets register.</p>
<p>4. Monitor the building environment to ensure compliance with applicable legal requirements including health and safety, building regulations, fire regulations, access and security.</p>	<p>4.1 Oversee maintenance works that meet safety regulations and standards</p> <p>4.2 Evaluate building systems technology and the proper operation and care of those systems.</p> <p>4.3 Draft fire and safety policies and procedures</p> <p>4.4 Prepare a compliance schedule of all legal requirements of buildings.</p> <p>4.5 Monitor adherence to regulations and environmental health and safety standards in relation to facilities</p> <p>4.6 Justify the choice of the safety measures to be adopted.</p>
<p>5. Implement the strategic aspects of corporate facilities management.</p>	<p>5.1 Identify viable opportunities to ensure optimal usage of facilities.</p> <p>5.2 Propose solutions for friendly environment in different work spaces.</p> <p>5.3 Measure the strategic implications of the corporate facilities management</p> <p>5.4 Plan for future development corresponding to strategic business goals.</p> <p>5.5 Carry out appraisals of building functionality and optimization.</p>

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SECTION C		QUALIFICATION STRUCTURE				
COMPONENT	TITLE		Credits Per Relevant NCQF Level			Total (Per Subject/ Course/ Module/ Units)
		Level [5]	Level [6]	Level [7]	Level [8]	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Business Communication	12				12
	Principles of Economics	12				12
	Computing and Information Skills	12				12
	Principles of Business Management	12				12
	Quantitative Methods	12				12
CORE COMPONENT Subjects/Course s/ Modules/Units	Principles of Facilities Management		12			12
	Principles of Financial Accounting		12			12
	Risk Management			12		12
	Property Inspection and Maintenance			12		12
	Building Construction Service			12		12
	Procurement and Supply			12		12

	Chain Management					
	Total Quality Management			12		12
	Property Management		12			12
	Property Law		12			12
	Sustainable and Innovative Building Materials			12		12
	Construction and Property Economics			12		12
	Occupational Health and Safety Management			12		12
	Asset Management				12	12
	Facilities Marketing			12		12
	Structural Materials, Systems and Codes			12		12
	Construction Management			12		12
	Safety and Emergency Services			12		12
	Organizational Psychology			12		12
	Quality Assurance and Regulatory Compliance				12	12
	Planning and Budgeting for Operations			12		12


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	Industrial Attachment			60		60
	Research Methods			15		15
	Work Space Management				15	15
	Security Management			12		12
	Strategic Planning In Facilities Management				12	12
	Global Business Environment				12	12
	Facilities Information and Technology Management			12		12
	Events Management			12		12
	Research Project			24		24
ELECTIVE/ OPTIONAL COMPONENT <i>Subjects/Course s/ Modules/Units</i>	(Choose 2)					
	Managing Indoor Air Quality			12		12
	Facility Programming and the Design Process			12		12
	Principles of Interior Architecture			12		12
	Interior and Exterior Finishes and Systems			12		12

SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

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TOTAL CREDITS PER NCQF LEVEL	
NCQF Level	Credit Value
Level 5	60
Level 6	48
Level 7	327
Level 8	63
TOTAL CREDITS	498
Rules of Combination: (Please Indicate combinations for the different constituent components of the qualification)	
<p>The credit distribution is made up of 60 credits from the fundamental component, 414 credits from the core component and the remaining 24 credits from elective component, where candidates choose only 2 modules.</p>	

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ASSESSMENT ARRANGEMENTS

All assessments which are leading to the award of the qualification should be based on learning outcomes and associated assessment criteria. Assessments will be conducted by Assessors who have been registered with Botswana Qualifications Authority (BQA). The assessments will be as follows:

i. Formative assessment

The weighting of formative assessment is 60 % of the Final assessment mark.

ii. Summative assessment

The weighting of summative assessment is 40 % of the Final assessment mark.

MODERATION ARRANGEMENTS

Assessments will be internally and externally moderated by BQA registered and accredited moderators in line with approved moderation policies.

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) will be applicable for consideration for award in this qualification.

CREDIT ACCUMULATION AND TRANSFER

Credit Accumulation Transfer (CAT) will be applicable for consideration for award in this qualification.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)


Learning Pathways

Horizontal articulation

- Bachelor of Science in Construction Management (NQF Level 7)
- Bachelor of Science in Property Studies (NQF Level 7)

Vertical articulation

- Master of Science in Facilities Management (NQF Level 9)
- Master of Science in Real Estate Investment. (NQF Level 9)

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Employment opportunities;

- Facilities Officer
- Facility/ Building engineer
- Maintenance Manager
- Property Officer
- Construction Manager
- Strategic Sourcing Manager
- Specialist Managers (Energy, Space Planner)
- Financial Planner
- Property Development Specialist

QUALIFICATION AWARD AND CERTIFICATION


The Bachelor of Science in Facilities Management will be awarded to candidates who have obtained a minimum of 498 credits. Certificates and transcripts will be issued to learners upon graduation.

REGIONAL AND INTERNATIONAL COMPARABILITY

A benchmarking exercise was conducted with the following qualifications:

- i. Bachelor of Science in Project and Facilities Management – National University of Singapore (Singapore)
- ii. Bachelor of Science in Facilities Management – Heriot Watt University (UK)
- iii. Bachelor of Science in Property Studies – University of Witwatersrand (South Africa)

qualifications are pecked at NQF Level 7 and have similar assessment strategies across; continuous assessments and final examinations. The candidates are expected to complete all required modules for the award of the qualifications in all school. Moreover the qualifications have elements of Facilities Management, Building Construction and Law as their domains. The proposed and the National University of Singapore qualifications run for duration of 4 years while the Heriot Watt University and University of Witwatersrand qualifications run for duration of 3 years. Similarly as the proposed the Heriot Watt University offers its qualification on fulltime and part time basis while University of Witwatersrand and National University of

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Singapore offers their qualifications only on full time basis. Another notable difference is in the number of credits where the proposed qualification bears 498 credits, National University of Singapore qualification 160 credits and Heriot Watt University qualification and University of Witwatersrand have 360 credits each.

REVIEW PERIOD

This qualification will be reviewed after 5 years upon registration.