

CFM Study Plan



Contents

- 1- Questions
- 2- Exam Fees
- 3- Study Plan
- 4- Exam Techniques



1- Questions





Certified Facility Manager

Exam on Center Not Onile

Multiple Choice



Current Exam Questions ●

- 1- 11 competencies
- 2- Every Question, 3 Choices
- 3- 60% to 70% Scenario Questions
- 4- 180 Questions in 4 Hours

Before October 7, 2025



1. Occupancy and Human Factors	14
A. Workplace environment	5
B. Occupant services	4
C. Occupant health, safety, and security	5
2. Operations and Maintenance	25
A. Buildings, building systems, infrastructure, and grounds	5
B. Furniture, fixtures, and equipment	3
C. Physical safety and security	4
D. Operations and maintenance processes	5
E. Work management support systems	4
F. Renewals and renovations	4
3. Sustainability	16
A. Energy management	3
B. Water management	3
C. Materials and consumables management	3
D. Waste management	3
E. Workplace and site management	4
4. Facility Information Management and Technology Management	9
A. Data collection and information management	3
B. Information protection and cyber-security	2
C. Technology needs assessment and implementation	2
D. Maintenance and upgrade of technology systems	2

5. Risk Management	11
A. Risk management planning	3
B. Emergency preparedness, response, and recovery	4
C. Facility resilience and business continuity	4
6. Communication	6
A. Planning	2
B. Delivery	2
C. Evaluation	2
7. Performance and Quality	8
A. Quality management	4
B. Performance management	4
8. Leadership and Strategy	28
A. Strategic planning and alignment with the demand organization	5
B. Policies, procedures, and compliance	4
C. Individual and team management	3
D. Leadership	4
E. Relationship and conflict management	4
F. Change management	4
G. Corporate social responsibility	2
H. Political, social, economic, and industry factors affecting facility management	2

9. Finance and Business	18
A. Operational and capital budgeting	4
B. Evidence-based decision-making process (e.g., business case)	4
C. Procurement (e.g., purchasing, sourcing of goods and services)	3
D. Contracting	4
E. Financial analysis and reporting	3
10. Real Estate	14
A. Real estate strategies	3
B. Real estate assessment, acquisition, and disposal	2
C. Real estate asset management	2
D. Space management	3
E. Major projects and new construction	4
11. Project Management	11
A. Planning and design	4
B. Execution and delivery	4
C. Evaluation	3
Total	160

New Exam Questions ●

- 1- 10 competencies
- 2- 60% to 70% Scenario Questions
- 3- 120 Questions in 3 Hours

After October 7, 2025



A. Leadership & Strategy**10**

- A.1 Strategic planning and alignment with the demand organization
- A.2 Leadership
- A.3 Change management
- A.4 Relationship management and conflict management
- A.5 Individual and team leadership management
- A.6 Political, social, economic, and industry factors affecting facility management

B. Facility Operations**10**

- B.1 Buildings, Building Systems, and Infrastructure and Grounds
- B.2 Maintenance Processes
- B.3 Opextures and equipment (FF&E)
- B.6 Occupant Health, Safety, and Security
- B.7 Work management systems

C. Risk Management**10**

- C.1 Facility resilience and business continuity
- C.2 Risk management planning
- C.3 Emergency preparedness, response and recovery

D. Finance & Business**10**

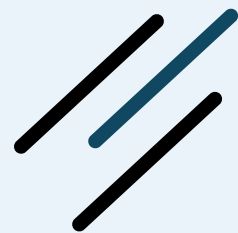
- D.1 Operational and Capital Budgeting
- D.2 Procurement and Contracting Strategies
- D.3 Financial Analysis and Reporting

E. Sustainability	10
E.1 Sustainable facility management	
E.2 Energy	
E.3 Water	
E.4 Measure and Monitor	
E.5 Materials and Consumables	
E.6 Waste	
E.7 Wellness	
E.8 Site management	
F. Communication	10
F.1. Communication skills	
F.2 Communication management	
G. Quality	10
G.1 Quality management	
G.2 Quality improvement	
H. Real Estate	10
H.1 Master planning	
H.2 Real estate management	
H.3 Functional Programming/Planning	
I. Facility Technology and Data Management	10
I.1 Data strategy and information management	
I.2 Facility Technology	
I.3 Information protection & cyber-security	
J. Project Management	10
J.1 Planning & Design	
J.2 Execution & Delivery	
J.3 Project Closeout	
Total	100

2-CFM Exams Fees

عق
تدريب واستشارات





\$595 Member

\$880 non-Member

\$200 - \$300 Membership



TIER	APPLICATION FEE IN USD	RECERTIFICATION FEE IN USD	
1	\$595 member / \$880 non- Member	\$290 member / \$365 non- member	
2	\$476 member / \$704 non- Member	\$232 member / \$292 non- member	
3	\$369 member / \$546 non- Member	\$180 member / \$227 non- member	
GSA*	\$575	\$280	
TIER 1	TIER 2	TIER 3	
Australia	Bahrain	Algeria	
Austria	Botswana	Argentina	
Bahamas	Brunei	Bangladesh	
Belgium	Bulgaria	Barbados	
Bermuda	Chile	Bosnia and Herzegovina	
Canada	Colombia	Brazil	
Cayman Island	Costa Rica	Burma	
Denmark	Curacao	China	
Finland	Cyprus (Greek area)	Croatia	
France	Estonia	Czech Republic	
Germany	Faeroe Islands	Dominican Republic	
Holland	Greece	Ecuador	
Hong Kong	Israel	Egypt, Arab Rep.	
Iceland	Lebanon	Fiji Island	
Ireland	Mauritius	Ghana	
Italy	Portugal	Guinea	
Japan	Puerto Rico	Guinea-Bissau	
Kuwait	Republic of Macedonia	Guyana	
Liechtenstein	Romania	Haiti	
Luxembourg	Saint Lucia	Hungary	
New Zealand	Slovak Republic	India	
Norway	Spain	Indonesia	
Oman	St. Kitts	Ivory Coast	
Qatar	Taiwan	Jamaica	Samoa
Saudi Arabia	Thailand	Jordan	Serbia and Montenegro
Singapore	Uruguay	Kenya	Sierra Lione
Slovenia	Venezuela	Malaysia	Sri Lanka
South Korea	Virgin Islands	Mexico	Syria
Sweden		Morocco	Tanzania
Switzerland		Nigeria	Trinidad and Tobago
The Netherlands		Pakistan	Turkey
United Arab Emirates		Papua New Guinea	Uganda
United Kingdom		Philippines	Vietnam
United States		Poland	
Polska			

IFMA Link for Exam & Membership

First (IFMA Membership)

<https://www.ifma.org>

Second (CFM Exam)

<https://ifma.learningbuilder.com/Learner/LearningPlan/List>



3- Study Plan



How long it Will Take To Get CFM?



37 Days Only

Daily Study (3-4) Hours

Concentrate Without
Any Distractions



CFM Study Plan



Days	Activity
22	<ul style="list-style-type: none"> • Videos Review • Slides Summaries • Chapters Questions (Back for Book only to understand)
1	CFM Mock Exam (First Attempt)
11	<ul style="list-style-type: none"> • Slides Summaries • Chapters Questions (Back for Book only to understand)
1	CFM Mock Exam (Second Attempt)
1	CFM Mock Exam (Third Attempt)
1	Review Exam Questions



What I Will Do on The day before Exam?



**Relax and Do any
Activity you are
Enjoy it**



4- Exam Techniques



مراقب
وب واستشارات

Question Times

Total Question 180

Total Time 4Hrs (240min)

Time for each Questions 1.33 min

Each hours need to Slove 45min



Best Technique

1- Solve in First Hours from
50-60 Questions

2- Use Elimination Technique

3- Save time for Longe Question



Best Technique

4- Eliminate Far Questions

5- Think for Question one time

6- You Can use Flag to back

7- No Any Break During Exam



Questions

