

GLOBAL FM

Membership Brochure

2012



ABOUT GLOBAL FM

Founded in 1 July 2006, Global FM - Global Facilities Management Association - is a worldwide federation of member-centric organizations committed to providing leadership in the facilities management profession. As a single united entity promoting facilities management, Global FM is a conduit for furthering the knowledge and understanding of facilities management and the sharing of best practices, resulting in added value to the individual members of each member organization.

◆ VISION

Global recognition of facilities management profession.

◆ MISSION

Promote the strategic value and progress of the Facilities Management profession by leveraging the Global FM member associations' strength, knowledge and experience

◆ PURPOSES

- Support countries that wish to form facilities management related organizations where one is not yet established
- Encourage greater collaboration between facilities management communities
- Recognise excellence in facilities management

◆ CURRENT MEMBERSHIP



Global FM signed an affiliation agreement with EuroFM in 2010



GLOBAL FM MEMBERSHIP STRUCTURE

◆ FULL MEMBER (ANNUAL FEE OF €2100)

National member centric facilities management associations

Requirements:

- A member-centric non profit organization with a focus on facilities management whose members provide, oversee, teach one or more facilities management competencies
- Have published articles of the association and be incorporated as a legal entity
- Have at least one year published accounts
- Have a Code of Ethics
- Have a bank account
- Provide two Global FM referees

◆ ASSOCIATE MEMBER (ANNUAL FEE OF €2100)

Organizations related to the FM industry and profession and interested in supporting Global FM

Requirements:

- A stated objective of supporting the aims of Global FM
- Must be registered as a legal entity or have proof of identity
- Have at least one year published accounts

◆ CORRESPONDENT MEMBER (ANNUAL FEE OF €500)

Emerging member-centric associations in the process of incorporation or already incorporated

Requirements:

- A member-centric national association
- An intent to have published articles of the association and be incorporated as a legal entity within three years of joining Global FM
- Intent to produce published account within three years of joining Global FM
- Intent to produce a code of ethics within three years of joining Global FM

GLOBAL FM ACTIVITIES & EVENTS

As part of our mission and vision for the FM profession, Global FM has been keen on bringing its members together and organizing activities to enhance the strategic value and progress of facilities management, contributing, this way, to a global recognition of the facilities management profession. With this in mind, Global FM organizes a series of annual events and activities aiming at raising the profile of the FM industry and profession worldwide:

◆ GLOBAL FM AWARDS FOR EXCELLENCE IN FACILITIES MANAGEMENT



With a view to both heighten the awareness of FM excellence and to provide an opportunity for sharing best practices on a global basis, Global FM organised in 2011 the second edition of the Global FM Award for Excellence in Facilities Management.

The awards decision is being presented virtually during World FM Day each year and recognizes the efforts of individuals or teams, who have made a positive contribution to the FM industry and profession. Global FM's Awards programme is only open to the winners of the Awards programmes of Global FM members. The objective is hence

to award the best of best within FM.

In 2011, Global FM received thirteen awards submissions and selected three winners:

- **Platinum Award:** Innovation in Technology and Systems for Risk Management by Gary Hills, BBC Workplace – submitted by BIFM (UK)
- **Gold Award:** Innovation in Customer Service Using Technology, by Mark Paul, MITIE FM – submitted by BIFM (UK)
- **Silver Award:** Hines Green Office Tenant by Eduardo Barbosa de Oliveira; Sandra Alexandre Costa and Felipe Lobo, Hines Gerenciamento de Propriedades Ltda – submitted by ABRAFAC (Brazil)



◆ INTERNATIONAL WORKSHOPS



Global FM International WORKSHOPS

Parallel to Global FM members' conferences, Global FM organizes International Workshops and brainstorming sessions with the aim of getting the FM industry together to discuss relevant topics affecting the industry and profession.

These workshops have been a remarkable success and have been attended by international key players, both within Global FM and outside the organization.

In 2011, Global FM organized four International Workshops:

- 5 April, Nottingham, UK - hosted by BIFM during the Th!nk FM Conference
- 23 May, Vienna, Austria - hosted by EuroFM during the EFMC Conference
- 19 October, São Paulo, Brazil - hosted by ABRAFAC during ABRAFAC's Congress & Expo
- 28 October, Phoenix, AZ, USA - hosted by IFMA during IFMA's WWP



In 2012, six Global FM International Workshops are already foreseen to take place. Global FM is very excited with the opportunity of visiting other countries, such as Australia and the UAE. Other Global FM Members may decide to host in their countries a Global FM International Workshop as well. Please Global FM's website for more dates and locations.

- Dubai, UAE, March 2012 - hosted by MEFMA, during MEFMA's Annual Conference & Exhibition
- Paris, France, April 2012 - hosted by ARSEG during ARSEG Bureau Expo
- Canberra, Australia - May 2012 - hosted by FMA Australia during Ideaction
- London, UK - 18 June 2012 - hosted by BIFM during Th!nk FM Conference
- Brazil, October 2012 - hosted by ABRAFAC during ABRAFAC's Congress & Expo
- San Antonio, Texas, USA - November 2012 - hosted by IFMA during IFMA's WWP

◆ WORLD FM DAY - 28 JUNE 2012

In 2009, Global FM launched its first World FM Day which will be celebrated each year from now on, on the fourth Thursday of June.

With this event, Global FM aims at raising the FM's profession profile around the globe, promoting facilities management's ideals, not only within the profession and industry, but also among the governments and the general business community.

Global FM member organizations hosted public events around the world to bring attention to the important role facilities management plays in business strategies and in achieving environmental sustainability. In previous editions, World FM Day was celebrated through events such as a lunch on a *bateau mouche* on the river Seine in Paris, a breakfast at Google's headquarters in London, a soccer tournament with twenty different teams in Switzerland, gala dinners, competitions, seminars and workshops all over the world, as well as sufficient media coverage on facebook, twitter, google maps, Global FM website, among others.



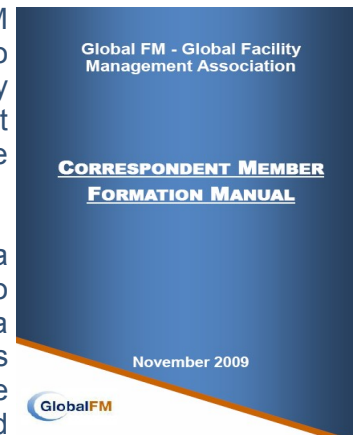
Like in previous years, the common element to all the events was the World FM Day Video (www.youtube.com/watch?v=OrCG3X1x1nw), which featured a message of Global FM's Chair Teena Shouse and of facilities managers in different parts of the world.

GLOBAL FM PUBLICATIONS

◆ CORRESPONDENT MEMBER MANUAL

Global FM is committed to supporting the successful establishment of new FM associations in countries where no FM associations exist yet. In order to facilitate this process, Global FM has created a new membership category “Correspondent Member”, which is defined as a facilities management focused, not for profit association, in a country/region where such a structure is not yet in place.

In order to support these countries/regions, Global FM has developed a mentoring process for the individuals/associations in process of creation to support their efforts. Furthermore Global FM’s leadership has put together a manual that provides concrete step-by-step explanations and guides emerging associations through their set-up process. The manual contains the knowledge and experience of association leaders around the globe and covers concrete questions/situations emerging associations have to handle.



GLOBAL FM COMMUNICATION CHANNEL

◆ GLOBAL FM WEBSITE WWW.GLOBALFM.ORG



Global FM’s public face is its website, which showcases all members and its various activities.

The website also includes Global FM’s Resource Center, which is a global knowledge tool, gathering studies, background information and best practices on various topics (sustainability, education, innovation, government impact etc) from around the world.

The Global FM website has a monthly average of 7000 visitors and 14000 pages viewed.

ADDED VALUE OF JOINING GLOBAL FM?

1. Raise the profile of your association by taking advantage of the international exposure and visibility that Global FM membership can offer you;
2. Network with peer high-level representatives from the FM community through high-level international workshops, working Committees' meetings and numerous conference calls and events;
3. Identify/market yourself as a member of a global organization dedicated to improving the professionalism of the industry;
4. Become an active part of and contribute to the professional network comprising national FM associations and international FM professionals;
5. Share knowledge, expertise and best practices with the members of the FM sector and have a better understanding of the international FM profession and its needs;
6. Influence the association's strategy and positions by taking up a leadership role;
7. Participate at Global FM's projects to move issues forward on global level, which one member could not do by itself;
8. Contribute to shaping the FM profession at international level by voicing your concerns and raise your ideas directly in dedicated steering committees and international workshops on particular issues affecting your company/association in your daily activities;
9. For Correspondent Members, Global FM has prepared a comprehensive package, comprising a mentoring program, where a Global FM Board Member would be responsible for following and guiding the progress of the emerging association. In addition, a manual, providing concrete step-by-step explanations and guiding emerging associations through the set-up process will also be offered to Correspondent Members.



APPLICATION FORM - FULL MEMBER

MEMBER INFO

Association Name: _____
Year Established: _____
Name of Representative to Global FM: _____ Title: _____
Mailing Address: _____
Street Address (if different): _____
City: _____ Zip /Postal Code: _____ Country: _____
Phone: _____ Fax: _____
E-mail: _____ Website: _____

MEMBERSHIP CRITERIA FULL MEMBER

Is your association a member-centric association?	Yes	No
Has your association statutes and articles of the associations? (If yes, please attach them)	Yes	No
Does your association have a code of ethics? (If yes, please attach it)	Yes	No
Is your association legally recognized in your country/other countries? If yes, please specify under which form (e.g. Association, Company, Institute)	Yes	No

Please specify what is your tax status?

Please provide the number of members your association has?

List the categories of your members (Fellow/Member/Associate/ Other)?

Please provide a description of your association covering objectives, vision, mission, type of membership and current membership numbers .Please also include a copy of the financial statements of the last 3 financial years preceding the date of application, a document with the board composition, a copy of publications addressed to your members in the past 18 months.

Please provide us with two sponsors / references (please indicate name and contact details of the sponsors/ references):

The Undersigned hereby declares the following:

We hereby confirm our agreement with the statutes and bylaws of Global FM and the rights and obligations conferred thereby. Our association commits to support Global FM and pay for the annual fees (according to the membership fee structure)

We hereby agree that our application will be subject to confirmation by the next Board Meeting of Global FM.

Date/Place: _____
Name: _____
Signature: _____



APPLICATION FORM - ASSOCIATE MEMBER

MEMBER INFORMATION

Organization Name: _____
Year Established: _____
Name of Main Contact Person to Global FM: _____ Title: _____
Mailing Address: _____
Street Address (if different): _____
City: _____ Zip /Postal Code: _____ Country: _____
Phone: _____ Fax: _____
E-mail: _____ Website: _____

MEMBERSHIP CRITERIA – ASSOCIATE MEMBERS

Are you an organization interested in supporting Global FM? Yes No

Does your organization have published accounts for at least one year? Yes No

Is your association legally recognized in your country/other countries? Yes No

If yes, specify under which form (e.g. Association, Company, Institute, etc)

Please specify what is your tax status?

Please provide a description of your organization covering objectives, vision, mission, type of membership and current membership numbers. Please also include a copy of the financial statements of the last 3 financial years preceding the date of application and a document with the board composition.

The Undersigned hereby declares the following:

We hereby confirm our agreement with the statutes and bylaws of Global FM and the rights and obligations conferred thereby. Our organization commits to support Global FM and pay for the annual fees (according to the membership fee structure).

We hereby agree that our application will be subject to confirmation by the next Board Meeting of Global FM.

Date/Place: _____

Name: _____

Signature: _____



APPLICATION FORM - CORRESPONDENT MEMBER

MEMBER INFORMATION

Organization Name: _____
Year Established: _____
Name of Main Contact Person to Global FM: _____ Title: _____
Mailing Address: _____
Street Address (if different): _____
City: _____ Zip /Postal Code: _____ Country: _____
Phone: _____ Fax: _____
E-mail: _____ Website: _____

MEMBERSHIP CRITERIA – CORRESPONDENT MEMBERS

Is your organization an emerging organization wishing to become a national association? Yes No

Is the emerging organization structured as a member-centric national association? Yes No

Is your organization already legally recognized in your country/other countries? Yes No

If that is not yet the case, do you have the intention of having published articles of the association and be incorporated as a legal entity within three years of joining Global FM? Yes No

Do you have the intention of producing published account within three years of joining Global FM? Yes No

Do you have the intention of producing a code of ethics within three years of joining Global FM? Yes No

Please provide a description of your organization covering objectives, vision, mission, type of membership and current membership numbers. Please also include a copy of your Statutes of Association and financial statements (if these are already in place) and a document with the board composition.

The Undersigned hereby declares the following:

We hereby confirm our agreement with the Statutes and Bylaws of Global FM and the rights and obligations conferred thereby. Our association commits to support Global FM and pay for the annual fees (according to the membership fee structure).

We hereby agree that our application will be subject to confirmation by the next Virtual Board Meeting of Global FM.

Date/Place: _____

Name: _____

Signature: _____

For more informations on Global FM membership, please contact the Global FM Secretariat:

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E&OE

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