

FACILITY MANAGEMENT INSTITUTE

FBPTA

March 13, 2018

The Facility Management Institute of the U.S. General Services Administration has revised the proficiency level approach for qualifications that are **FBPTA-Aligned**. To provide a more consistent approach and to recognize an appropriate level of proficiency for similar types of qualifications, GSA has revised the proficiency scale as follows:

Proficiency Levels		
	Definition	Eligible Training Resource
100 Awareness	An individual will have a general awareness of concepts and ideas. Individuals should be able to apply the competencies learned in simple situations but may require close and extensive guidance.	Short webinars, conference sessions, critical development activities, and other continuing education items.
200 Basic	An individual will understand basic concepts and ideas. Individuals should be able to apply the competencies learned in somewhat difficult situations and can support others but still requires guidance.	Short webinars, conference sessions, critical development activities, and other continuing education items.
300 Intermediate	An individual will not only understand basic concepts and ideas, but will be able to apply the competencies to real life situations. Individuals should be able to apply the competencies learned in difficult situations and can perform independently, requiring occasional guidance.	Certificate programs and courses within comprehensive or certificate programs. Typically includes an exam and certificate of completion.
400 Advanced	An individual will have an advanced understanding of the concepts and ideas. Individuals should be able to apply the competencies learned in complex situations, can perform independently, and can lead others in this competency.	The 400 level can only be assigned to training resources that have a competency based exam and set minimum thresholds for relevant experience requirements.
500 Expert	An individual will have an expert level understanding of the concepts and ideas. Individuals should be able to apply the competencies learned in exceptionally difficult situations, serves as a key resource, and advises others.	The 500 level cannot be met by a training resource and can only be confirmed through a supervisor based on knowledge of the personnel.

Based on the revised proficiency approach, some qualifications, including critical development activities, will have a change in proficiency level which could impact an individual's professional development plan in AccelerateFM. Where there was a change, most qualifications increased in proficiency level. These updates will be applied in AccelerateFM on April 2, 2018.

Respectfully,

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