

Time	Saturday - 20 October	Sunday - 21 October			Monday - 22 October					
	Activity	Activity	Responsibility	Venue	Activity	Responsibility	Venue			
07:00 - 08:00			Breakfast	Hotel	Windhoek Country Club & Resort	Breakfast & Late Registration	Hotel	WCCR Breakfast Hall & ORYX 2		
08:00 - 08:30										
08:30 - 09:00	Arrival of HEFMA Executive Members and International Strategic Alliance Partners	Arrival of Delegates		FREE		Arrival of the : 1. Honourable Minister of Higher Education, Training and Innovation; 2. Council Chairperson: University of Namibia; 3. UNAM Executives; 4. HEFMA Executives; 5. Strategic Alliance Partners; 6. VC: University of Namibia; 7. VC: University of Johannesburg; 8. Vice-Rector: University of the Free State		ORYX 3		
09:00 - 09:30						CONFERENCE OPENING SESSION Welcoming & Brief Overview of the University of Namibia	VC: University of Namibia Prof Kenneth Matengu		ORYX 1	
09:30 - 10:00						Official Opening	Minister of Higher Education, Training & Innovation: Honourable Dr Itah Kandjii-Murangii		ORYX 1	
10:00 - 10:30							PHOTO SESSION WITH THE HONOURABLE MINISTER		POOL AREA	
10:30 - 11:00					HEFMA Executive Committee Meeting	HEFMA President	TBC	SP 01: The Role of Facilities Management in the 4th Industrial Revolution	VC: University of Johannesburg Prof Tshilidzi Marwala	ORYX 1
11:00 - 11:30								TEA BREAK	HEFMA CONFERENCE ORGANISING COMMITTEE	
11:30 - 12:00								SP 02: HEFMA President Address	HEFMA President & Director: Logistical Services, Tswane University of Technology Ms V Ranjit	
12:00 - 12:30								SP 03: PURCO	Contracts Manager Miss Meshal Moonsamy	
12:30 - 13:00								SP 04: Motivational Speech	Council Chairperson: University of Namibia, Mr Sam Shivute	
13:00 - 13:15					Lunch	Meeting Venue	TBC	LUNCH	HEFMA CONFERENCE ORGANISING COMMITTEE	WCCR
13:15 - 13:45										
13:45 - 14:30						SP 05: An Australian Perspective on Facilities Management	Tertiary Education Facilities Management Association (TEFMA) Mr W Millar	ORYX 1		
14:30 - 15:00			HEFMA Institutional Forum			SP 06: The Impact of AI on Facilities Managers in Higher Education Institutions	Aurecon Mr Peter Greaves			
15:00 - 15:30						SP 07: Deferred Maintenance	HEFMA Executive Members: University of Johannesburg & Nelson Mandela University Dr Joe Manyaka & Mr Peter Peters			
15:30 - 16:00						TEA BREAK	2018 HEFMA CONFERENCE ORGANISING COMMITTEE		FOYER	
16:00 - 16:30			Strategic Alliance Partners			SP 08: Digitization: Systems Management & Intergration	Building Management Systems Mr Patrick Costello	ORYX 1		
16:30 - 17:00						SP 09: Tradium BMS Case Study	ISSD: Mr Paul Osborne			
17:00 - 17:30	Prepare for Evening Event	Registration Continue and Preparation for Evening Event	Prepare for Evening Event			Prepare for Evening Event				
17:30 - 18:00										
18:00						Bus Depart for Heroes Acre				
18:30	Welcoming Function for International Delegates (By Invitation Only)	Smart Casual Welcoming Function for ALL Delegates	2018 HEFMA Conference Organising Committee	WCCR Pool Area		Evening Social Function	HEFMA Conference Organising Committee	Heroes Acre Restaurant		
21:30						Bus Depart for Hotel				