FACILITY PLANNING

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ASPECTS OF FACILITY PLANNING

People

Technologies

Building and landscape

Processes and practices

Disaster preparedness and recovery

Long-term growth strategy

Long-term approaches to day-to-day facilities management, including:

Critical systems management

Janitorial and housekeeping duties

Maintenance and repair duties

Hiring service vendors, like food trucks or fitness trainers

Proactive/predictive maintenance

Catering and hospitality services

Business support services

Environment, health and safety issues

Security services

Capital planning



THE GOAL: CREATING EFFICIENCY

Understanding the importance of facility planning means looking at efficiency.

How effectively are you using the space available to you?

Are you supporting employee productivity?

Where does waste exist within your workplace and what can you do to minimize it?

FACILITY PLANNING OBJECTIVES

Keeping costs as low as possible?

Using the workplace to attract talent?

Imbuing a sense of culture and belonging?

Maximizing productivity?

Planning for growth?

Improved space utilization?

Facilities Planning Guide

A Gutmann



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