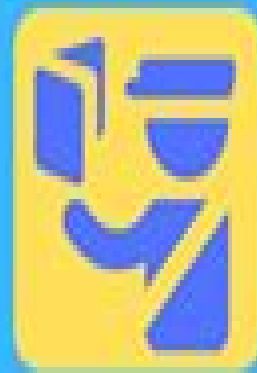


FACILITY PLANNING

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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?

SOURCES: SPACEIQ.COM, CTGREALESTATESERVICES.COM

Facilities Planning Guide

Albert A Gayle



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