

**RD&T Leadership Council Action Item: (F.a.6.) Facilities Management**

Updated 7/17/00

**Council Champion/Project Lead:** Paula Ewen/Brian Kerr

- (1) TITLE: Facilities Management
- (2) DESCRIPTION OF INITIATIVE: Constantly looking for ways to improve the physical environment for employees satisfaction and world-class stature.
- (3) IMPORTANCE/SIGNIFICANCE OF INITIATIVE: Moving towards a world-class organization includes world-class facilities.
- (4) PRODUCT/OUTPUT: A world-class organization.
- (5) CUSTOMER: RD&T employees.
- (6) PARTNERS: Office of Information and Management Services
- (7) COSTS: No direct expenses anticipated beyond professional and administrative support staff time.
- (8) SCHEDULE:

Tasks	Month/Year:	09/99	12/99	03/00	06/00	09/00
1. Formulate strategy for improvements		X				
2. Allocate budget in priority order			X			
3. Revise budgets per changing needs			XXXX	XXXX	XXXX	XXXX
4. Upgrade auditorium, dining room and fitness center						X
5. Revisit strategy and process, revise accordingly for FY2002						X