



OBJECTIVES, TARGETS AND PROGRAMMES

Dept./Process: PHYSICAL PLANT OFFICE		Year: 2022
A. OBJECTIVES		
A. 1. Improve operational efficiencies of the preventive maintenance process by accomplishing 100% of the planned activities as scheduled and according to the allotted budget of the University.		
A. 2. Establish consistent repair and maintenance (corrective maintenance) to: a. ensure the full life expectancy of all properties owned and controlled by the university b. avoid or minimize the safety hazard risks of the working environment of employees.		
A. 3. Respond promptly to the client's job request.		
A. 4. Establish an effective monitoring and implementation process of auxiliary services.		
B. INDICATOR(S)	TARGET(S)	
B.1. Improve operational efficiencies of the preventive maintenance process by accomplishing 100% of the planned activities as scheduled and according to the allotted budget of the University.		
B.1.1 Percentage of buildings and facilities inspected for maintenance relative to total number of buildings and facilities	80%	
B.1.2 Percentage of vehicles and heavy equipment inspected for maintenance relative to total number of vehicles and heavy equipment	80%	
B.1.3. Number of instructional laboratory instruments and equipment inspected and calibrated	250	
B.1.4. Number of electrical distribution lines inspected	4	
B. 1.5. Frequency of garbage collection and proper disposal per area of coverage	At least once a week	
B.2. Establish consistent repair and maintenance (corrective maintenance) to: a. ensure the full life expectancy of all properties owned and controlled by the university; b. avoid or minimize the safety hazard risks on the working environment of employees.		
B.2.1. Percentage of the priority areas for repair is addressed based on the allotted budget for repair and maintenance given by the administration for the year 2022.	50%	
B.3 Respond promptly to the client's job request		
B.3.1. Percentage of the filed service and job requests initiated/acted for the year 2022.	50%	