



FACILITY MANAGEMENT POLICY

1. Purpose of the Organization

At [Organization Name], our mission is to [briefly describe the purpose and mission of the organization]. In line with our commitment to excellence, this Facility Management Policy is established to ensure the effective management of our facilities and support the achievement of our organizational goals.

2. Framework for Setting FM Objectives

We recognize the importance of setting clear Facility Management objectives to optimize our resources and enhance the efficiency and effectiveness of our operations. We will regularly review and refine these objectives to align with our strategic priorities.

3. Risk Management

The management of risk is integral to our Facility Management approach. We will identify, assess, and mitigate risks associated with our facilities to ensure the safety and security of our employees, visitors, and assets.

4. Compliance with Applicable Requirements

We are committed to complying with all relevant laws, regulations, and industry standards pertaining to Facility Management. This includes but is not limited to health and safety regulations, environmental standards, and building codes.

5. Continual Improvement

We pledge to continually improve our Facility Management system to enhance the quality of services provided, reduce costs, and minimize our environmental impact. Feedback and input from stakeholders will be valued in this process.



6. Endorsement by Top Management

This FM policy is endorsed by [Name of CEO/Top Management] and reflects our organization's unwavering commitment to efficient and effective Facility Management.

7. Alignment with Demand Organization

Our FM policy is designed to align with the specific characteristics and requirements of our demand organization, ensuring that our facilities support our core activities seamlessly.

8. Consideration of User and Facility Needs

We understand that our facilities serve the needs of both our internal and external stakeholders. We will actively consider the requirements of users, taking into account the functionality, accessibility, and sustainability of our facilities.

9. Response to Local Context

Our FM policy recognizes the importance of responding to local context. We will adapt our facility management practices to address regional or location-specific challenges, promoting responsible and community-minded operations.

This sample FM policy can serve as a foundation for developing a comprehensive policy tailored to your organization's specific needs and objectives. It should be reviewed and updated periodically to ensure its continued relevance and effectiveness in supporting your Facility Management efforts.