OFFICE OF THE CHANCELLOR

OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION, FINANCE & OPERATIONS

OFFICE OF PLANNING AND FACILITIES
Org Code: MAAVFG
Assistant Vice Chancellor, #89506 * 1.00
Administrative Officer, PBB, #81505 * 1.00

OFFICE OF SUPPORT SERVICES
Org Code: MAASPF

PLANNING OFFICE
Org Code: MAPELP
Director **
Project Manager, PBB, #77439 1.00
Database Administrator, PBB, #79886 1.00
Registered Architect, PBC **
Campus Planner **

FACILITIES MANAGEMENT OFFICE
Org Code: MAFACM

BUILDINGS & GROUNDS MANAGEMENT
Org Code: MABDGM

CAMPUS OPERATIONS
Org Code: MACLSS

STATE OF HAWAII
UNIVERSITY OF HAWAI’I AT MĀNOA
OFFICE OF THE CHANCELLOR
OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION, FINANCE AND OPERATIONS
OFFICE OF PLANNING AND FACILITIES

CHART I

Grand Total by Funds: 351.00 FTE
General Fund: 5.00 FTE

* Position to be re-described
** New, pending approval
The Office of Planning and Facilities (OPF) plans, organizes, directs and executes activities relating to overall campus planning, repair and maintenance of facilities, as well as provides services for design, construction and the overall management of the grounds, buildings and infrastructure of the University of Hawai’i at Mānoa. This Office provides leadership, strategic direction and guidance in the planning, design, construction, maintenance, and operations of physical facilities and grounds to create a safe environment conducive to learning and research. This unit works to preserve the integrity of the campus and ensures projects and plans fit within a larger framework and long-term campus vision.

OPF is comprised of the following five (5) functional areas:

- Office of Support Services
- Planning Office
- Facilities Management Office
- Buildings & Grounds Management
- Campus Operations

**Planning Office – Org Code: MAPELP**

The Planning Office has campus-wide responsibility for long-range development plans, space management, analytical studies, capital planning, sustainable physical and community planning, and campus building and landscape design. Major functions of the Office are as follows:

- Creates and maintains design standards for land and facilities supporting Mānoa programs which incorporate principles of sustainability and environmental responsibility.
- Develops and administers long range physical development plans for the campus as well as lands external to the campus supporting UH Mānoa programs.
- Conducts analyses of institutional plans, academic agendas, and major policies to anticipate future directions affecting long-term physical facility requirements for the University of Hawai’i at Mānoa.
- Provides leadership in creating and implementing a comprehensive environmental and energy policy in support of the Campus’ strategic sustainability goals.
- Works in partnership with campus groups to incorporate sustainability principles into the planning, design, operational, and educational framework of the institution.
- Engages students, faculty, and staff in gaining understanding of our current patterns of facilities use and consequent impacts and opportunities.
- Manages the allocation and reallocation of space on campus to operating units.
- Maintains a database of institutional information supporting the space and physical planning functions of the campus.
- Provides data analysis in support of the space allocation and physical planning functions of the campus.
OFFICE OF PLANNING AND FACILITIES

OFFICE OF SUPPORT SERVICES
Org Code: MAASPF
Director *

CUSTOMER SERVICE & INFORMATION MANAGEMENT
Org Code: MACSFM
Auxil & Fac Svcs Off, PBB, #80487 1.00
Auxil & Fac Svcs Off, PBB, #78973 1.00
Auxil & Fac Svcs Off, PBA, #78974 1.00
IT Specialist, PBA, #80327 1.00
Network Specialist, PBA, #80535 1.00
IT Developer *
Development Officer *
Environmental Safety Officer *
Energy and Resource Officer *

HUMAN RESOURCES
Org Code: MAHRFM
Senior Human Resources Sp *
Human Resources Sp, PBB, #81200 1.00
Human Resources Sp, PBA, #78683 1.00

WAREHOUSE/INVENTORY
Org Code: MAWIFM
Auxil & Fac Svc Off, PBB, #81774 1.00
Auxil & Fac Svc Off, PBA: #79056, #80601
Store Clerk II, SR-08, #17653 1.00

* New, pending approval
** To be re-described and filled (#81049 Contract Specialist)
OFFICE OF SUPPORT SERVICES – Org Code: MAASPF

The Office of Support Services provides a range of administrative services to support the overall integration and efficiency of the Office of Planning and Facilities and to ensure a high level of customer service through the operations of the below four (4) functional areas. This Office conducts analysis and provides reports as required, and to measure the effectiveness of the OPF operation to meet its goals and to support the campus.

Fiscal Services – Org Code: MAASFG
- Administers budget preparation, analysis, reports and execution, fiscal, procurement (including campus-wide contracts) and property management under the purview of the OPF.
- Responsible for the financial planning, management, and control of OPF funds and accounts.
- Advises and assists OPF units in budgetary planning, preparation, and execution.
- Provide reliable financial data and analysis for quality management decisions.
- Procurement services including the purchase of materials and supplies for the efficient operation of OPF projects and functions.

Customer Service & Information Management – Org Code: MACSFM
- Manages and maintains the campus work order system.
- Communicates university customer requests and needs to appropriate OPF units.
- Improves communication with and between internal and external constituents on OPF actions and projects.
- Provides support to improve and expand customer service to internal and external constituents of OPF.
- Provide and share accurate data/information to assist OPF and campus units improve workflow and make informed decisions.
- Ensures the direction of campus projects is in alignment with energy conservation and efficiency efforts.
- Provides IT support services to the OPF operation including hardware and software management, web services, support to ensure the most effective work order processing and communication among the various OPF units.
- Serves as information management hub to collect data, provide analysis, and develop reports for the various OPF units and campus constituents.
- Schedules and coordinates support services for special events.

Human Resources – Org Code: MAHRFM
- Central coordination of human resource administration for OPF.
- Provides personnel services to all OPF units, including recruitments, appointments, classification and compensation, promotions, and leave and benefits.
- Provides staff training and development.
- Provides guidance, consultation, analysis, reporting and staff assistance to OPF units to meet immediate or long-range goals.
- Ensures personnel actions are in compliance with federal, state, and university laws and policies.
This support unit provides warehouse and inventory services for OPF operations including storage, transfer, and disposal of materials and property and the maintenance of surplus inventory for the campus community.
FACILITIES MANAGEMENT OFFICE – Org Code: MAFACM
The Facilities Management Office (FMO) conducts and coordinates the planning, budgeting, construction, repair, and maintenance of physical facilities in accordance with approved long-range development plans and applicable federal, state, and county building codes and standards. This Office collaborates closely with the Planning Office and helps to ensure all planning for, and actions on, the physical plant are in support of the campus strategic plan and its educational, research and student life missions. The FMO provides analysis and reports on repair, maintenance, design and construction projects to measure the compliance with campus and OPF goals. The FMO is comprised of the following five (5) functional areas:

Project Management – Org Code: MAPFM
- Participates in architectural/mechanical/electrical design documents and reviews for UHM construction projects.
- Provides construction management services for UHM construction projects.
- Maintains communications with the UHM campus community.
- Prepares and maintains project warranty information.
- Establishes, maintains, and improves UHM construction procedures and guidelines.
- Works with architectural design team from start of projects to ensure effective management of consultants and contractors for the purpose of providing the highest level of services from consultants and contractors and an excellent final product for the campus.

Architectural Design – Org Code: MAADFM
- Prepares and/or reviews and directs the architectural plans and specifications and coordinates the preparation of mechanical, electrical, and utility distribution system designs for new/renovation projects performed either internally or by private consultants and contractors. Prepares and/or reviews the specifications and bidding requirements for projects to be performed by private consultants and contractors.
- Coordinates with the Shops director and/or Shops superintendent and director of Buildings and Grounds and schedules repairs and maintenance, preventive maintenance programs for all relevant buildings, building subsystems, infrastructure and grounds.
- Coordinates with the Planning Office, CM team, Shops, Buildings and Grounds Offices on larger repairs, building renovations and new construction projects.
- Provides renovation design assistance to departments, including determination of service or maintenance requirements, alternative approaches, and time and cost estimates.
- Reviews departmental service work requests, preparing cost estimates as well as labor and materials requirements for work to be performed by the trade shops.
- Maintains an inventory of campus buildings with regard to CRDM, HSCR, CIP, construction schedules, facilities conditions keying systems, and utility distribution systems.
- Maintains facilities information database.
- Provides oversight responsibility for the integration of all relevant architectural, mechanical, electrical, Shops and Grounds projects to ensure the overarching campus goals and integrative opportunities are captured for all projects.
Mechanical Engineering – Org Code: MAMEFM
- Prepares and/or reviews and directs the preparation of mechanical/electrical engineering designs and specifications for UHM projects performed either internally or by private consultants and contractors and prepares and/or reviews specifications and bidding requirements for projects by private consultants and contractors.
- Maintains facilities equipment audit and inventory; coordinates with all repair and maintenance and preventive maintenance programs for mechanical, plumbing and electrical systems; develops equipment and systems replacement programs in accordance with established industry criteria.
- Provides renovation design assistance to departments, including determination of service and maintenance requirements, alternative approaches, and time and cost estimates.
- Provides planning and design services for setting campus goals regarding the design, repair, management and operations of all components related to mechanical engineering functions on the campus.
- Reviews departmental service work requests, preparing cost estimates as well as labor and materials requirements for work to be performed by the trade shops.
- Provides technical support to trade shops.
- Develops and maintains a comprehensive building audit program.
- Supports the planning, development and implementation of campus-wide utility planning, improvements and repairs and energy conservation, energy efficiency and renewable energy programs in concert with the Planning Office, Electrical Engineering, and other key campus units.

Electrical Engineering – Org Code: MAEEFM
- Prepares and/or reviews and directs the preparation of mechanical/electrical engineering designs and specifications for UHM projects performed either internally or by private consultants and contractors and prepares and/or reviews specifications and bidding requirements for projects by private contractors.
- Maintains facilities equipment audit and inventory; manages preventive maintenance programs for mechanical and electrical systems; develops equipment and systems replacement programs in accordance with established industry criteria.
- Provides renovation design assistance to departments, including determination of service and maintenance requirements, alternative approaches, and time and cost estimates.
- Provides planning and design services for setting campus goals regarding the design, repair, management and operations of all components related to electrical engineering functions on the campus.
- Reviews departmental service work requests, preparing cost estimates as well as labor and materials requirements for work to be performed by the trade shops.
- Provides technical support to trade shops.
- Supports the planning, development and implementation of campus-wide utility planning, improvements and repairs and energy conservation, energy efficiency and renewable energy programs in concert with the Planning Office, Electrical Engineering and other key campus units.
- Develops and maintains a comprehensive building audit and electrical grid program.

Research Revolving Fund – Org Code: MARSFM
- Provides support and management of projects and initiatives related to physical plant improvements in support of the campus research enterprise.
- Ensures research-related projects are integrated with campus-based planning and design and is consistent with the long-range development plan and sustainability efforts of the University.
**STATE OF HAWAII**
**UNIVERSITY OF HAWAI'I AT MĀNAO**
**OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION, FINANCE AND OPERATIONS**
**OFFICE OF PLANNING AND FACILITIES**

**BUILDINGS & GROUNDS MANAGEMENT**
**BUILDING SERVICES**

**CHART IV-A**

---

**CREW 1**
Org Code: MAC1BG

<table>
<thead>
<tr>
<th>Position</th>
<th>Org Code</th>
<th>Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janitor Supervisor II, F2-02</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #13515</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>9.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #13518</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>6.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #40100</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>7.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #14601</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>7.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #14600</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>5.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #00457</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>6.00</td>
</tr>
</tbody>
</table>

---

**CREW 2**
Org Code: MAC2BG

<table>
<thead>
<tr>
<th>Position</th>
<th>Org Code</th>
<th>Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janitor Supervisor II, F2-02</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #46220</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>6.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #40097</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>8.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #11078</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>6.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #27233</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>8.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #13516</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>7.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #35813</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>7.00</td>
</tr>
</tbody>
</table>

---

**CREW 3**
Org Code: MAC3BG

<table>
<thead>
<tr>
<th>Position</th>
<th>Org Code</th>
<th>Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janitor Supervisor II, F2-02</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #40099</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>10.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #51274</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>8.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #47536</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>8.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #21215</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>11.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #13517</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>8.00</td>
</tr>
<tr>
<td>Janitor III, WS-02, #12910</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Janitor II, BC-02</td>
<td></td>
<td>8.00</td>
</tr>
</tbody>
</table>

---

General Funds 52.00*  
*Abolished position numbers: 09092, 27242, 40098  
(General Funds 3.00)  
General Fund: 49.00  
General Fund: 60.00
BUILDINGS & GROUNDS MANAGEMENT – Org Code: MABDGM
The Buildings & Grounds Management (BGM) unit is responsible for overseeing the maintenance and landscape of campus buildings and grounds. This unit works in partnership with campus units to meet and implement the energy and sustainability needs and priorities of the University and to efficiently complete projects and day-to-day operations and maintenance services.

Building Services – Org Code: MABDBG
This unit supervises building support services including custodial care, carpet cleaning and administers registration class applications for entry-level janitors for the UH System.

Housekeeper – Org Code: MAHKBG;
This unit is responsible for all household cleaning of the University President’s residence including the main house and guest cottage.

Carpet Cleaners – Org Code: MACCBG;
This team provides carpet cleaning and floor polishing services for on-campus facilities.

Crew 1 – Org Code: MAC1BG;
This team provides custodial services for UH Mānoa buildings, including classroom, laboratories, auditoriums, offices, restrooms, corridors, and other public or general-use areas (Group 1 thru 7) – see Chart IV-A.

Crew 2 – Org Code: MAC2BG;
This team provides custodial services for UH Mānoa buildings, including classroom, laboratories, auditoriums, offices, restrooms, corridors, and other public or general-use areas (Group 8 thru 14) – see Chart IV-A.

Crew 3 – Org Code: MAC3BG;
This team provides custodial services for UH Mānoa buildings, including classroom, laboratories, auditoriums, offices, restrooms, corridors, and other public or general-use areas (Group 15 thru 20) – see Chart IV-A.

Grounds – Org Code: MAGDBG
This unit is responsible for the supervision of grounds maintenance services and refuse collection, administers registration class applications for entry-level groundskeepers for the UH System, and coordinates recycling operations for UH Mānoa. The two (2) main functions under this unit are Landscaping and Grounds Maintenance.

Landscaping – Org Code: MALSBG – see Chart IV-B
This unit supervises, assigns, coordinates, and account for work of landscaping employees.

Pesticide Control – Org Code: MAPCBG
This team controls weeds, insects, and diseases in campus landscapes.

Irrigation – Org Code: MAIRBG
This team repairs, installs, and maintains irrigation system at UH Mānoa.
Labor Support – Org Code: MALABG
This team provides labor support to tree trimmer, sprinkler repairer and recycling.

Mason – Org Code: MAMSBG
This team lays building materials, including concrete and brick, and constructs or repairs surfaces or structures.

Tree Trimmer – Org Code: MATTBG
This team maintains campus trees.

Nursery – Org Code: MASRBG
This team provides maintenance and care to trees, plants, and foliage.

Refuse – Org Code: MARFBG
This team provides refuse collection as well as special and bulk disposal services for UH Mānoa.

Equipment Support – Org Code: MAESBG
This team operates and maintains heavy equipment to service campus facilities.

Grounds Maintenance – Org Code: MAGMBG – See Chart IV-C
This unit supervises and performs a variety of manual tasks in cleaning, caring and the maintenance of landscaped areas.

Makai Crew – Org Code: MAMKBG
This team is responsible for the care and maintenance of campus landscape on the Makai side of the UH Campus.

Power Mower Operators – Org Code: MAPMBG
This group is responsible for the care and maintenance of campus lawn.

Mauka Crew – Org Code: MAMUBG
This team is responsible for the care and maintenance of campus landscape on the Mauka side of the UH Campus.
<table>
<thead>
<tr>
<th>Department</th>
<th>Org Code</th>
<th>Position</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OFFICE OF PLANNING AND FACILITIES</strong></td>
<td></td>
<td><strong>CAMPUS OPERATIONS</strong></td>
<td></td>
</tr>
<tr>
<td>CAMPUS OPERATIONS</td>
<td>MACLSS</td>
<td>Director</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Auxil &amp; Fac Svcs Mgr,</strong> PBC, #81857</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Office Assistant III,</strong> SR 08, #900565</td>
<td>1.00</td>
</tr>
<tr>
<td><strong>ELECTRIC SHOP</strong></td>
<td>MAESFM</td>
<td>Electrician Supervisor II, F2-10, #09067</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Electrician II, WS-10, #26672</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Electrician I, BC-10:</td>
<td>5.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#14754, #18955, #18957, #33860, #900052</td>
<td></td>
</tr>
<tr>
<td><strong>CARPENTER SHOP</strong></td>
<td>MACAFM</td>
<td>Carpenter Supervisor I, F1-09, #26678</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Carpenter II, WS-09, #06573</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Carpenter I, BC-09:</td>
<td>6.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#17623, #17630, #18056, #21355, #900081, #900082</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>University Locksmith I, BC-09:</td>
<td>2.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#00463, #45056</td>
<td></td>
</tr>
<tr>
<td><strong>AIR CONDITIONING REPAIR</strong></td>
<td>MAAMFM</td>
<td>Air Conditioning Mechanic II, WS-10:</td>
<td>2.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#07476, #25690, #25691, #33983, #40020, #40021,#900053, #900054</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Air Conditioning Mechanic I, BC-10:</td>
<td>8.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#07476, #47358</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Air Conditioning Mech Supvr, F1-10, #40660</td>
<td>1.00</td>
</tr>
<tr>
<td><strong>PLUMBING SHOP</strong></td>
<td>MAPLFM</td>
<td>Plumber Supervisor, F1-10, #12513</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Plumber II, WS-10, #17624</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Plumber I, BC-10:</td>
<td>3.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#10101, #18960, #47272</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Steam Plant Operator-Repairer, BC-07:</td>
<td>4.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#08056, #17621, #18955, #23783</td>
<td></td>
</tr>
<tr>
<td><strong>TRUCKING</strong></td>
<td>MATRFM</td>
<td>Heavy Truck Driver, BC-07, #00456</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Truck Driver-Laborer, BC-05, #24572</td>
<td>1.00</td>
</tr>
<tr>
<td><strong>PAINT SHOP</strong></td>
<td>MAPAFM</td>
<td>Painter Supvr, F2-09, #14753</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Painter II, WS-09, #17619</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Painter I, BC-09:</td>
<td>5.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#00475, #18953, #21356, #34599, #34601</td>
<td></td>
</tr>
<tr>
<td><strong>STATE OF HAWAII UNIVERSITY OF HAWAI’I AT MĀNOA</strong></td>
<td></td>
<td><strong>OFFICE OF THE CHANCELLOR</strong></td>
<td></td>
</tr>
<tr>
<td><strong>OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION, FINANCE AND OPERATIONS</strong></td>
<td></td>
<td><strong>OFFICE OF PLANNING AND FACILITIES</strong></td>
<td></td>
</tr>
<tr>
<td><strong>CAMPUS OPERATIONS</strong></td>
<td></td>
<td><strong>CHART V</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>General Funds:</strong></td>
<td>65.00</td>
</tr>
<tr>
<td><strong>ABOLISHED POSITION NUMBERS:</strong></td>
<td></td>
<td>10102, 10107, 17622, 18057, 21357, 25692, 31949, 40019, 43498, 900091</td>
<td></td>
</tr>
<tr>
<td><strong>TO BE REALLOCATED:</strong></td>
<td></td>
<td>(General Funds 10.00)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>NEW, PENDING APPROVAL</strong></td>
<td></td>
</tr>
</tbody>
</table>
STATE OF HAWAI‘I
UNIVERSITY OF HAWAI‘I
UNIVERSITY OF HAWAI‘I AT MĀNOA
OFFICE OF THE CHANCELLOR
OFFICE OF THE VICE CHANCELLOR FOR
ADMINISTRATION, FINANCE, AND OPERATIONS
OFFICE OF PLANNING AND FACILITIES
CAMPUS OPERATIONS

FUNCTIONAL STATEMENT

CAMPUS OPERATIONS – Org Code: MACLSS
Campus Operations (CO) provides leadership and supervision over trade shop services for the UH Mānoa Campus. This unit coordinates closely with the Work Coordination Center, BGM and the mechanical, electrical and architectural departments in FMO. It develops the preventive maintenance program for the shops and the shop’s zone management program. It supports the energy and resource conservation and management efforts for the campus.

Electric Shop – Org Code: MAESFM
This unit works closely with other CO groups and maintains, repairs, and installs all facility electrical systems and equipment, including primary and secondary voltage transformer, cabling/wiring, switch gear, load centers, fixtures and other related appurtenances at UH Mānoa.

Carpenter Shop – Org Code: MACAFM
This unit works closely with other CO groups and repairs, constructs and installs rough and finished carpentry work and building hardware at UH Mānoa.

Air Conditioning Repair and Maintenance Shop – Org Code: MAAMFM
This unit works closely with other CO groups and repairs and maintains campus structures, building hardware, equipment and utility distribution systems at UH Mānoa.

Plumbing Shop – Org Code: MAPLFM
This unit works closely with other CO groups and repairs, maintains and installs plumbing systems, fixtures and equipment at UH Mānoa.

Paint Shop – Org Code: MAPAFM
This unit works closely with other CO groups and refinishes, repaints and maintains all existing painted and newly constructed surfaces at UH Mānoa.

Trucking – Org Code: MATRFM
This unit works closely with other CO groups and provides trucking, moving and disposal services to the campus community.