

BUILDINGWRENCH

ANNUAL FACILITY MANAGEMENT REVIEW

A high-level year-end review of condition, risk, cost and next-year priorities.

YEAR IN REVIEW			
Area	Key result / condition	Major gap / risk	Next-year action
Safety / emergency planning			
Work orders / response			
Preventive maintenance			
Asset reliability			
Vendors / contracts			
Budget / spend			
Capital projects			
Compliance / inspections			
Team / training			
Stakeholder satisfaction			

NEXT-YEAR TOP PRIORITIES			
Priority	Owner	Budget / resource need	Target date