

Effective: 7/1/2000

ASU PHY Manual Revision Notice

Policy	Summary of Change
<p><u>PHY 001</u> Introduction</p>	<p>Revision of Policy Revised to change some terminology</p>
<p><u>PHY 002</u> Organizational Chart</p>	<p>Revision of Policy Relocated to Facilities Management Web <u>site</u></p>
<p><u>PHY 003</u> Department of Facilities Management Directory</p>	<p>Revision of Policy Relocated to Facilities Management Web <u>site</u></p>
<p><u>PHY 004</u> Definitions</p>	<p>Revision of Policy Revised to update terminology</p>
<p>PHY 005 Table of Exhibits</p>	<p>Deletion of Policy</p>
<p><u>PHY 101</u> Campus Maintenance Responsibility</p>	<p>Revision of Policy Revised to change the dollar limitation on construction, to update terminology, to correct a cross-reference, and to delete a cross-reference</p>
<p><u>PHY 102</u> Funding Responsibility</p>	<p>Revision of Policy Revised to change some terminology</p>
<p><u>PHY 103-01</u> Building and Remodeling</p>	<p>Revision of Policy Revised to clarify policy limits, requirements for the display of</p>

Permits and Inspections	permits and for inspection, the scheduling of activity, and to delete an exhibit
PHY 104 Vandalism and Graffiti	Revision of Policy Revised to update the e-mail address
PHY 106 Campus Signage	Revision of Policy Revised to update terminology
PHY 107 Bulletin Boards in University Buildings	Revision of Policy Revised to change some terminology
PHY 109 Africanized Bees	Revision of Policy Revised to add an area code
PHY 112 Gifts and Donations to The Arboretum at Arizona State University	Revision of Policy Revised to specify that funds are deposited with the ASU Foundation and to make a link to The Arboretum Web site
PHY 113 Requesting Emergency Maintenance and Equipment Repair Funds	Deletion of Policy
PHY 115 Carpet Standards and Procedures	Revision of Policy Revised to delete an exhibit and to provide a link to the Facilities Management Web site
PHY 202-01 Billable Services	Revision of Policy Revised to update terminology, provide a link to the Facilities Management Web site, and correct a cross-reference
PHY 202-02	Revision of Policy

Estimates	Revised to update terminology, add a cross-reference to the <i>Facilities Planning and Construction Policies and Procedures Manual</i> , and delete some cross-references
PHY 202-03 Blanket Orders	Revision of Policy Revised to update terminology, change the vendor code, and delete a note
PHY 203-01 Facilities Management Service Center Responsibilities	Deletion of Policy
PHY 203-02 Requesting Services	Revision of Policy Revised to update terminology, correct a cross-reference, and to update procedures
PHY 204 Fleet Service/University Vehicle Policy	Renumbering and Revision of Policy Renumbered from PHY 306. Revised to update mission, clean air/emissions control, alternate energy fuel economy program, preventive maintenance/safety inspections, commercial driver's license requirements, daily rental, picking up vehicles, rental return policy, credit cards, self-service refueling, emergencies, billing procedures, and departmentally owned vehicle inspection and service standards
PHY 205 Lock Shop/University Key Policy	Renumbering and Revision of Policy Renumbered from PHY 311. Revised to link to the <i>Department of Public Safety Policies and Procedures Manual</i> — DPS 206 , “Building Access Services” for the university key control system policy and procedures
PHY 206 Maintenance Stores	Renumbering and Revision of Policy Renumbered from PHY 312. Revised to change terminology
PHY 301 Building Automation and Controls Shop	Deletion of Policy

PHY 302-01 Carpentry Shop	Deletion of Policy
PHY 302-02 Enhanced Building Maintenance	Deletion of Policy
PHY 303 Central Plant	Deletion of Policy
PHY 304 Custodial Services	Deletion of Policy
PHY 305 Electric Shop	Deletion of Policy
PHY 306 Fleet Service/University Vehicle Policy	Renumbering of Policy Renumbered to PHY 204
PHY 311 Lock Shop/University Key Policy	Renumbering of Policy Renumbered to PHY 205
PHY 312 Maintenance Stores	Renumbering of Policy Renumbered to PHY 206
PHY 313 Paint Shop	Deletion of Policy
PHY 314 Plumbing Shop	Deletion of Policy

PHY 315 Mechanical Shop	Deletion of Policy
PHY 316 Sign Shop	Deletion of Policy

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