
Effective: 10/1/1998

ASU PHY Manual Revision Notice

Policy	Summary of Change
<p><u>PHY 103-01</u></p> <p>Building and Remodeling Permits and Inspections</p>	<p>Revision of Existing Policy</p> <p>Revised to add tunnel system construction standards, and to change the exception for permit requirements for projects managed by the ASU Department of Public Safety to those managed by Risk Management</p>
<p><u>PHY 114</u></p> <p>Banners and Roof Painting</p>	<p>Revision of Existing Policy</p> <p>Revised to add a section on the use of banners by museums on campus, and to update a name change from the “University Design Review Board (DRB)” to the “Public Arts Design Review Council (PADRC)”</p>
<p><u>PHY 203-02</u></p> <p>Requesting Services</p>	<p>Revision of Existing Policy</p> <p>Revised to include changes in CUFS that prevent split funding, and to change the procedure for requesting services through OfficeVision notes to e-mail</p>
<p><u>PHY 302-02</u></p> <p>Building Maintenance</p>	<p>Revision of Existing Policy</p> <p>Revised to change the name of the policy from “Building Contact Maintenance Program”; to change the administrating supervisor; to describe the work performed by the General Maintenance Mechanics; and to update the chart of buildings served under the program</p>
<p><u>PHY 306</u></p> <p>Fleet Service/University Vehicle Policy</p>	<p>Revision of Existing Policy</p> <p>Thorough reorganization and revision of topics, including additional “Sources”; vehicle marking; emissions control; vehicle replacement schedule; preventive maintenance schedule; vehicle modifications; insurance; a description of safety discrepancies; daily and long-term rental policies and billing procedures; guidelines for departmentally owned vehicles; and changes in “Cross-References”</p>

<p><u>PHY 308</u></p> <p>Grounds Construction</p>	<p>Revision of Existing Policy</p> <p>Revised to include installation and repair of spinkler systems as a nonbillable service</p>
<p><u>PHY 312</u></p> <p>Maintenance Stores</p>	<p>Revision of Existing Policy</p> <p>Revised to include World Wide Web access to catalog, and to update the procedure for purchasing from Maintenance Stores</p>
<p><u>PHY 315</u></p> <p>Mechanical Shop</p>	<p>New Policy</p> <p>Defines the services of the Mechanical Shop</p>
<p><u>PHY 316</u></p> <p>Sign Shop</p>	<p>New Policy</p> <p>Defines the services of the Sign Shop</p>

