

**Facilities Management
 Home page**
<http://fm.lau.edu.lb/>

Online Service Request
 Accessed from FM website + LAU portal

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Maintenance
 A/C - Ventilation (Temperature, Control, Quality, etc)
 Access Cards (office, classroom, lab, etc.)
 Carpentry
 CCTV
 Electrical/Lighting
 Elevator
 Flooring (Tiling, Carpet, etc)
 Keys (New user, lost key, etc.)
 Painting
 Sanitary (Water Leak, Blocked Drain, Restrooms, etc)
 Other (Room Checkup, Ceiling, Curtains, Hanging, etc)

Equipment (Lab, Office, Appliances, etc.)
 Equipment Disposal
 Equipment Purchases
 Equipment Maintenance
 Equipment Maintenance Contract
 Other (White Board, etc.)

Furniture
 Furniture Disposal
 Furniture Purchases
 Furniture Repair and Services
 Surplus Furniture (second-hand furniture/store)

Moving/Relocation
 Furniture Relocation
 New Room Assignment
 Office Relocation

Event Support

After Hours Service

Maps/Plans
 Accessibility Plans
 Building Floor Plans
 Campus 3D Plan
 Campus Mass Plan
 Landscape Plans
 Parking Plans
 Safety Plans
 Site Plans

Space Data
 Department per Campus
 Function per Building
 Function per Department
 Instructional Resources
 Occupancy List
 University Accreditation
 University Publications

Signage
 Commemorative Signage
 Donor Recognition Signage
 Exterior Signage
 Interior Signage
 Memorial Signage
 Signage Update/Maintenance

CCTV
 New CCTV System
 CCTV Live View
 Access to CCTV Recording
 Camera Repair

Safety
 Report Safety Hazard