



Research Facility Shared Practices Program

Network with Other Research Facility Managers

Our traditional [Research Facility Manager program](#) has been ongoing for over 20 years. [Past participants](#) have included private, government, and non-profit research organizations in the United States and Canada who want to discuss common issues, compare their approaches, and learn from others who manage research facilities.



After a hiatus during the pandemic, the program will return in 2023 with:

- **Monthly virtual shared practice meetings** on topics of interest to you and others in the industry – includes chance to ask how others are dealing with the issues you are facing.
- **Benchmarking key metrics** of interest to quantify if your performance in these areas is in line with the industry, leads it, or presents an opportunity for improvement.
- **Annual on-site meeting** hosted by a participating organization, to network in person and see other research facilities.

Shared Practice Meetings

Each month, there will be a 60-minute [Shared Practice meeting](#) on MS Teams. These virtual meetings are open to all staff from participating organizations (based on their interest and availability).

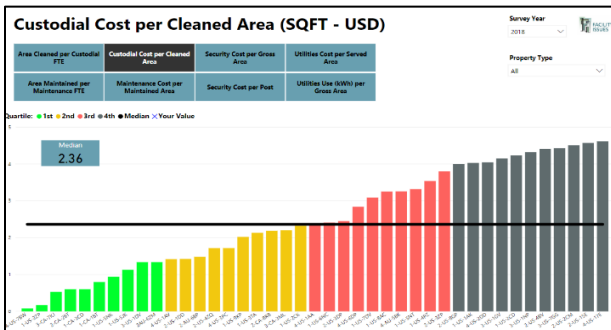
- Learn how other research facility managers are dealing with the same issues you are facing.
- Share lessons learned from your efforts and hear those from other organizations.
- Past participants have used this forum to get feedback prior to rolling out a new initiative.

Potential Shared Practice Meeting Topics (To be refined and prioritized by Steering Committee)	
Jan	General Town Hall – Prioritize Topics of Interest
Feb	Asset Management Metrics - Reliability & Facility Condition
Mar	Health & Safety Metrics & Practices
Apr	Space Planning Metrics – Hybrid Environments & Occupancy Mgmt.
May	General Town Hall – Select Benchmarking Metrics
Jun	Energy & GHG Metrics and Management Practices
Jul	Automation & Machine Learning Applications in Facilities
Aug	Material Science and Design Innovations
Sep	Capital Planning & Project Management Metrics & Practices
Oct	Cost Management Metrics & Practices
Nov	Open Q&A on Definitions, Data Entry, Reporting
Dec	Annual review of program

Each organization can also request a [shared practice survey](#) of the group, on a topic of their choice.

Facility Metrics Benchmarking

Benchmarking is an easy and affordable method to evaluate your performance vs. peers to identify potential improvement areas. The results can demonstrate responsible performance to leadership, identify improvement initiatives to propose, and help you establish appropriate space forecasts, budgets, service levels, and staffing plans.



The benchmarking program includes the following components:

- Online forms & MS Excel template to collect data.
- Interactive MS Power BI report to review results.
- Participants given anonymous code; metrics do not identify specific organizations/properties.
- Compilation, coordination, and technical support provided by Facility Issues.

A steering committee of interested participants works with Facility Issues to review a spectrum of facility-related metrics and select key metrics of general interest to the group.

Annual Best Practice Workshop

(Interested in [hosting](#) the meeting?)

Equally valuable as the metrics is the ability to discuss “best practices” with Facility Managers from other research organizations and see their facilities.

Our [annual meeting](#) provides an in-person, small group format for in-depth discussion with your colleagues. These meetings typically include:

- Updates from all attendees,
- Review of benchmarking metrics,
- General town hall discussions, and
- Facility tour(s) by the host organization.

Hear firsthand what others are doing to reduce costs and/or improve performance, discuss lessons learned, and see other facilities and operations.



The group tours the additive manufacturing (3D manufacturing) research facility at 2018 meeting hosted by Oak Ridge National Lab.

About Facility Issues

Facility Issues provides benchmarking, metrics, and strategic planning services for selected industries. Many facility organizations are lightly staffed with analyst support and need some help getting started with benchmarking and other facility management metrics. Facility Issues provides one-time and ongoing customized support and analytical services for strategic planning and ongoing performance management.



Research Facility Shared Practices Program

Participant Responsibilities

We welcome all leading research organizations to participate in this group and believe each organization's perspective is of value. Here are the expectations for getting the most value for your organization:

- There should be a designated contact person for your organization who will be responsible for keeping your staff informed about activities, distributing communications within your organization, soliciting the appropriate participation from your organization, and any coordination with Facility Issues.
 - Facility Issues distributes updates and shared practice surveys via email.
- You are required to agree to the [terms of participation](#) on behalf of your organization.
- You and other attendees from your organization are expected to actively participate in the meeting discussions and share best practices and lessons learned related to the meeting topic(s).
 - Anyone from your organization can attend the Shared Practice Meetings.
 - Facility Issues schedules the Shared Practice Meetings with MS Teams.
- You should plan to share one “no-prep,” 20-minute, mini-presentation on a topic of your choice such as a project case study, system implementation, operating practice, etc.
- You should submit data for the selected key benchmarking metrics. We will limit any identifiable data to meet privacy requirements and data is **not** sold or shared with any parties except the participating organizations.
- One annual meeting registration per organization included.
 - Attendance at the annual on-site meeting is subject to any requirements of the host organization.
 - Facility Issues collaborates with host organization on annual meeting.
- There is a fee of \$2,460 per organization for the program coordination expenses. Participation is only open to research organization staff (no vendors).

2023 Program Schedule

November 2022

Interested participants join list. (Email: rlambe@facilityissues.com)

December 14, 2022

Organization meeting (MS Teams) and general Q&A with interested participants.

December 30, 2022

Participation commitment deadline (registration and/or PO)

January 21+, 2023

Start monthly shared practice meetings