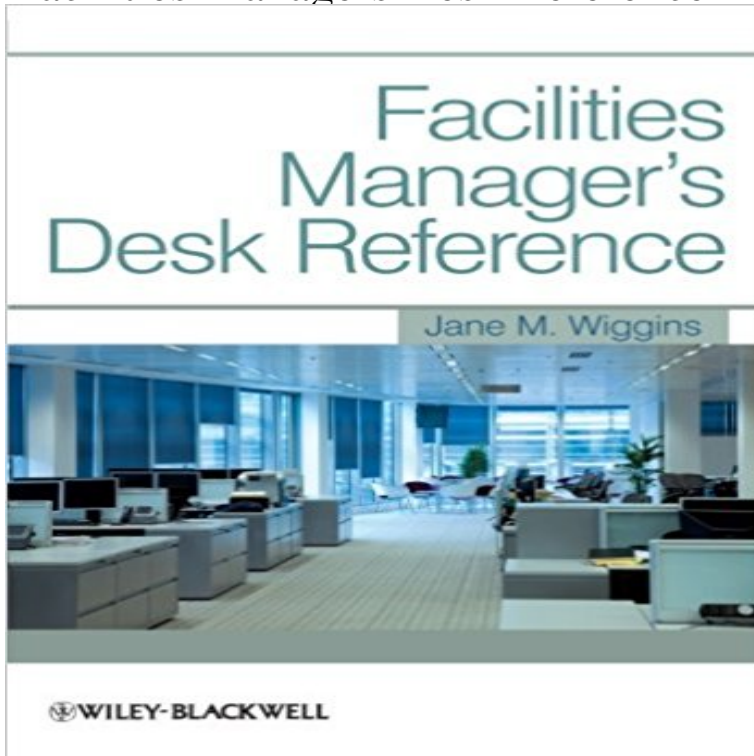


# Facilities Managers Desk Reference



In the course of their work, the facilities manager will face a range of complex and often challenging tasks, sometimes concerned with a single business premises, often across an entire property portfolio. To help with those tasks, the Facilities Managers Desk Reference provides the facilities manager with an invaluable source of highly relevant, practical information on the all the principal facilities management services, as well as information on legal compliance issues, the development of strategic policies and tactical best practice information. With a clear practitioner perspective the book covers both hard and soft facilities management issues and is presented in an easy to read, concise format. The Facilities Managers Desk Reference will be a first point of reference for all busy facilities managers and will save them time by providing access to the information needed to ensure the safe, effective and efficient running of any facilities function. It will also serve as a useful overview for students studying for their professional and academic qualifications in facilities management.

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