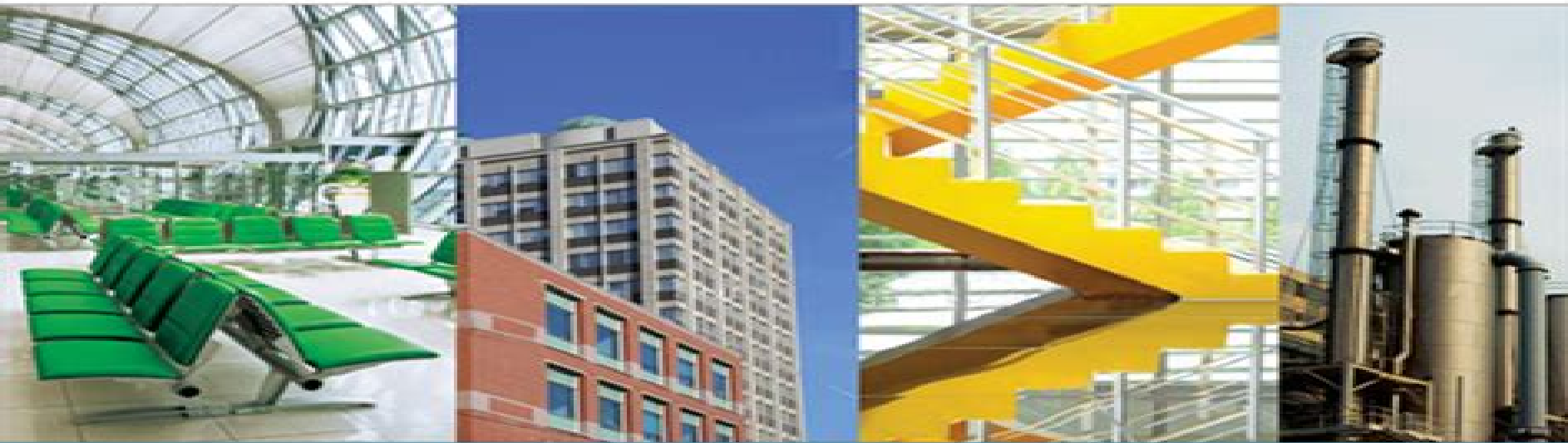


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FOURTH
EDITION



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CFM, LEED AP

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DBA, CFM, CPE, CHS, LEED Green Associate

Sample Facilities Management Manual

Mark Steyvers



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Handbook for Facilities Managers United States. Bureau of Indian Affairs. Office of Construction Management, 1989

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Handbook of Commercial and Industrial Facilities Management William Wrenall, 1994 A comprehensive guide and reference to help those who manage or design factory buildings office complexes hospitals and other commercial and industrial facilities Table of Contents Facilities Design for Global Competitiveness Focusing Facilities Strategic Master Site

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primarily on music for large ensembles like orchestra and chorus author Russ Girsberger also includes concepts that apply to wind jazz and chamber ensembles The material is logically organized detailing information on purchasing or renting music cataloging and processing scores numbering marking binding and shelving parts and preparing and distributing the music for rehearsal or performance Additional duties such as describing necessary information on preparing concert programs and audition lists and caring for and preserving the library s holdings are also covered The manual concludes with a glossary an annotated bibliography and an appendix which features sample forms for cataloging and circulating the library s materials

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