

Conformance	Elements to Review	Scope	Offices			Lab and Research Space	All Other Space
			Admin	Academic	Research		
Required by OP	1 - Floor plan corrections	Full campus, including SIO, CFO, and UCSD Health.	Required				
	2 - Space ID corrections						
	3 - Space classification corrections						
	4 - Department allocation corrections						
Required by OP and Campus	5 - Employee on-site work locations in FIM* UC SD employees (staff, faculty) Include student employees	Full campus, including SIO, CFO, and UCSD Health.	<b>Required in Service Now, not necessarily as part of the Fall Space Review.</b> Transitioning to FIM in 2022. <b>Currently optional in FIM for Fall 2021.</b>				
Campus Enterprise Operations	6 - Cluster allocation corrections	Full campus. <i>Cluster requirements do not apply to UCSD Health.</i>	Currently Optional for Fall 2021				
	7 - Contacts (manager and space) for Departments Buildings						

*\*Work Location Survey for AB119 and union organizing is currently in a Service Now application. We anticipate developing this function within FIM and merging the Service Now and FIM location by Q1 or Q2 of 2022. To minimize workload impact, prioritize recording of work locations in Service Now. However, if you benefit from entering data in FIM, please do so. It will not be lost when we carefully merge the data in early 2022.*