

Asset Management Policy

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- 1.1 The purpose of this Asset Management Policy is to establish a strategic and structured framework for the management of Fiji National University's physical infrastructure assets throughout their lifecycle.
- 1.2 The policy ensures that the University's buildings, infrastructure, engineering systems, and associated facilities are managed in a safe, efficient, sustainable, and financially responsible manner.
- 1.3 The policy provides governance for the planning, acquisition, operation, maintenance, renewal, and disposal of infrastructure assets to support the University's core mission of teaching, learning, research, and community engagement.

2. Policy Objectives

The objectives of this policy are to:

- 2.1 Protect the long-term value of the University's infrastructure assets.
- 2.2 Support safe and functional learning and working environments.
- 2.3 Enable evidence based decision making for infrastructure investment.
- 2.4 Promote efficient use of University facilities and resources.
- 2.5 Integrate maintenance, space management, and capital planning.
- 2.6 Improve long term financial sustainability of infrastructure assets.
- 2.7 Support strategic planning of campus development.

3. Scope

This policy applies to all Fiji National University owned and managed assets, including but not limited to:

- Academic buildings
- Teaching and learning spaces
- Laboratories and workshops
- Administrative offices
- Meeting rooms
- Student support spaces
- Storage areas
- Shared facilities
- Roads and pavements
- Drainage systems
- Utilities infrastructure
- External services
- Mechanical systems
- Electrical systems
- Hydraulic services
- Fire protection systems
- Vertical transportation systems
- Grounds and landscaping
- External lighting
- Boundary infrastructure
- **Agirculture**

The policy applies across all FNU campuses and facilities.

4. Guiding Principles

Asset management at Fiji National University shall be guided by the following principles:

4.1 Lifecycle Management

Infrastructure assets shall be managed across their entire lifecycle, including:

- planning
- acquisition
- operation
- maintenance
- renewal
- disposal

4.2 Strategic Alignment

Infrastructure decisions shall support the University Strategic Plan and academic priorities.

4.3 Evidence Based Decision Making

Asset management decisions shall be informed by:

- asset condition assessments
- lifecycle analysis
- asset performance data
- infrastructure risk assessments

4.4 Financial Sustainability

Infrastructure assets shall be managed in a manner that balances operational needs, lifecycle costs, and long term financial sustainability.

4.5 Risk Management

Infrastructure risks shall be identified, monitored, and mitigated through structured asset management processes **and implementation of recommended mitigation action plans.**

5. Asset Management Framework

FNU adopts a Strategic Asset Management Framework that integrates infrastructure planning, maintenance management, and capital investment.

The framework includes:

1. Asset Register
2. Asset Condition Assessments
3. Maintenance Management
4. Space Management
5. Lifecycle Asset Planning
6. Capital Works Planning
7. Performance Monitoring
8. **Water Life System**

5.1 Asset Register

The Division of Estates and Facilities shall maintain a centralised asset register containing information on all infrastructure assets.

The asset register shall include:

- asset identification
- location
- installation date
- asset replacement value

- condition rating
- maintenance history
- lifecycle data

This database supports infrastructure planning and maintenance management.

5.2 Asset Condition Assessments

Asset condition assessments shall be undertaken periodically to evaluate the physical condition and performance of infrastructure assets.

Condition assessments provide information for:

- maintenance prioritization
- capital renewal planning
- infrastructure risk management

Formal building condition assessments shall be conducted every three to five years.

5.3 Maintenance Management

Maintenance management is governed by the FNU Maintenance Policy.

Maintenance activities include:

- preventive maintenance
- predictive maintenance
- corrective maintenance
- emergency maintenance
- capital renewal

Maintenance programs aim to extend the useful life of infrastructure assets and minimize operational disruptions.

5.4 Space Management

Allocation and use of University space shall be governed by the FNU Space Management Policy.

This policy ensures that space is used efficiently and aligned with institutional priorities.

5.5 Lifecycle Asset Planning

Infrastructure assets have finite service lives and require periodic renewal.

Lifecycle planning allows the University to forecast future infrastructure investment needs.

Typical lifecycle benchmarks include:

Asset Type	Typical Service Life
Buildings	50–80 years
Roof systems	20–30 years
AC systems	5–15 years
Electrical systems	20–30 years
Elevators	20–25 years

Lifecycle analysis supports the development of a long term infrastructure renewal program.

5.6 Capital Works Planning

Major infrastructure investments shall be planned through a structured capital works planning process. Capital works may include:

- building refurbishment
- infrastructure upgrades
- replacement of major asset systems
- development of new facilities

Investment priorities shall be informed by asset condition data and institutional priorities.

5.7 Asset Performance Monitoring

The Division of Estates and Facilities shall monitor asset performance using key indicators.

Typical indicators include:

- Facility Condition Index (FCI)
- Maintenance backlog value
- Asset condition distribution
- Maintenance expenditure
- Preventive maintenance completion rate

Regular reporting shall be provided to the Senior Leadership Team.

6. Continuous Improvement

The University shall improve asset management practices through:

- periodic asset audits
- benchmarking against peer institutions
- adoption of asset management technologies
- staff training and development

7. Roles and Responsibilities

7.1. Senior Leadership Team

- Provides strategic oversight of infrastructure management.

7.2. Director Estates & Facilities

Responsible for:

- maintaining the asset register
- conducting asset condition assessments
- managing maintenance programs
- supporting infrastructure planning

7.3. Colleges and Divisions

- Use facilities responsibly and report infrastructure issues.

8. Policy Review

This policy shall be reviewed every three years or earlier if significant changes occur in legislation, asset portfolio, or strategic direction.

9. Supporting Documents

The Director Estates and Facilities may develop Strategies, Plans, Guidelines and Standard Operating Procedures supporting the implementation of this policy