



Identification Data of Maintenance

Name:

Maintenance

Description:

The service has two activities; the first one is the maintenance and reparation of facilities of the institute (water supply, electricity, wastes, etc.) and hiring the necessary external services when they are needed. The second activity is related with the maintenance and reparation if possible of the scientific equipment. In case the equipments can not be repaired in the institute, it should contact with the technical service of the equipment in order to be properly serviced.

Technical director:

Ignacio Galdeano Richart

Scientific director:

Lorenzo Zacarías García

Service type:

Mantenimiento y Técnicos

Keywords:

Facilities maintenance, scientific equipment

Intervention scope:

Interno

New creation or emergent?:

NO

May the users communicate in english?:

No

Full electronic management?:

NO

Integrated quality programs?:

NO

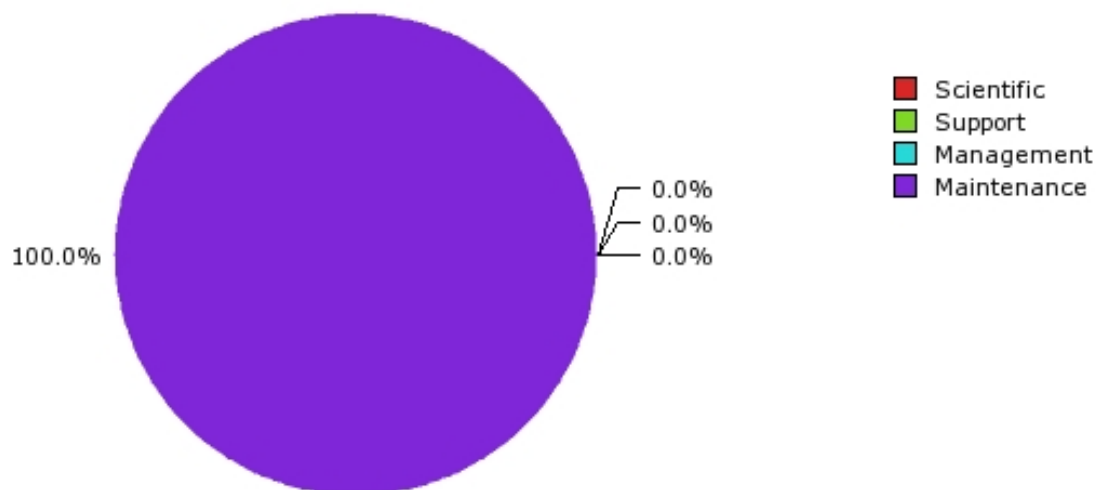
Has it ISO certifications?:

NO

ISO Certifications:



Staff



	Male	Female	TOTAL
Scientific	0	0	0
Support	0	0	0
Management	0	0	0
Maintenance	1 (100%)	0 (0%)	1 (100%)
TOTAL	1 (100%)	0 (0%)	1 (100%)

Scientific personnel by type

		Male	Female	TOTAL
Scientific Civil Servant	Research Professor	0 - %	0	0
	Research Scientist	0 - %	0	0
	Tenured Scientist	0 - %	0	0
	Full University Professor	0 - %	0	0
	University Professor	0 - %	0	0
	Other	0 - %	0	0
Scientific Hired	Ramón y Cajal	0 - %	0	0
	JAEDOC	0 - %	0	0
	Other	0 - %	0	0
Scientific Training	JAEPREDOC	0 - %	0	0
	Other	0 - %	0	0
Scientific personnel		0 - %	0	0



Facilities/services

Features offered

- Maintenance and repair of institute facilities and buildings
 - **Internal fare:** 0 **External fare:** 0 **SU:** 17
 - **Description:** To carry out maintenance tasks and repair of buildings' facilities (water supply, electricity, wastes, etc.)

- Equipment maintenance and repair
 - **Internal fare:** 0 **External fare:** 0 **SU:** 23
 - **Description:** To carry out the necessary servicing of the general emergency equipments (fire stations, electrogen set) and air conditioning and gases for research activities.

- Scientific equipment maintenance and repair
 - **Internal fare:** 0 **External fare:** 0 **SU:** 105
 - **Description:** To carry out the necessary servicing and repair of scientific equipments used in research project development (microbiological retorts, frizers, chromatographic equipments, etc.)

- Others
 - **Internal fare:** 0 **External fare:** 0 **SU:** 7
 - **Description:** Take care of the scientific furniture.



Economic Data

Costs	2003	2004	2005	2006	2007
Staff	67	79	76	80	85
Execution	20.36	17.92	18.72	18.54	23.78
Maintenance	0	0	0	0	0
Total	87.36	96.92	94.72	98.54	108.78

Income	2003	2004	2005	2006	2007
Fares(Internal)	0	0	0	0	0
Fares(External)	0	0	0	0	0
Total	0	0	0	0	0

Subsidies	2003	2004	2005	2006	2007
Centre	0	0	0	0	0
CSIC	0	0	0	0	0
Other institutions	0	0	0	0	0
Total	0	0	0	0	0

Usage Data

	2003	2004	2005	2006	2007
Internal users	224	202	233	235	302
External users	0	0	0	0	0
Total	224	202	233	235	302

	2003	2004	2005	2006	2007
Internal services	4718	5348	5324	5924	6423
External services	0	0	0	0	0
Total	4718	5348	5324	5924	6423
Efficiency level**	0	0	0	0	0

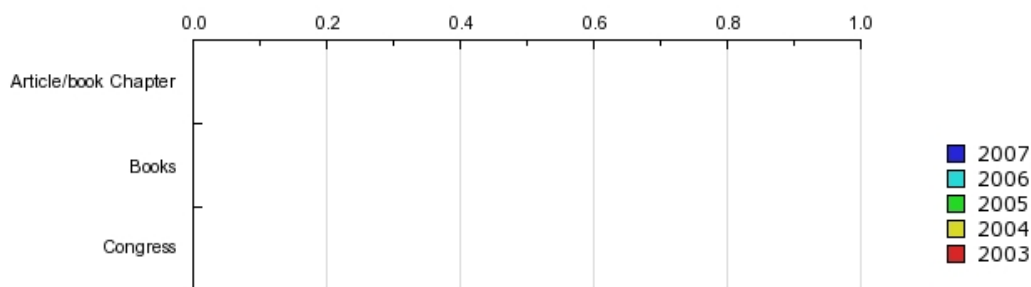
* Facilities SUs computed using the data registered in the Service facilities table

** The efficiency level is the ratio between the total of the Service SUs units and the total cost in k€



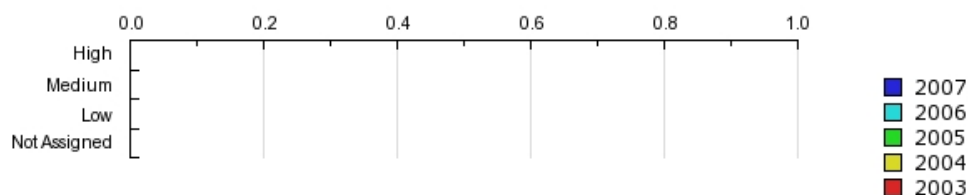
Publications by type

Article / Book chapters by impact						
Type	2003	2004	2005	2006	2007	Total
Article/Book chapter	0	0	0	0	0	0
Books	0	0	0	0	0	0
Congress	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

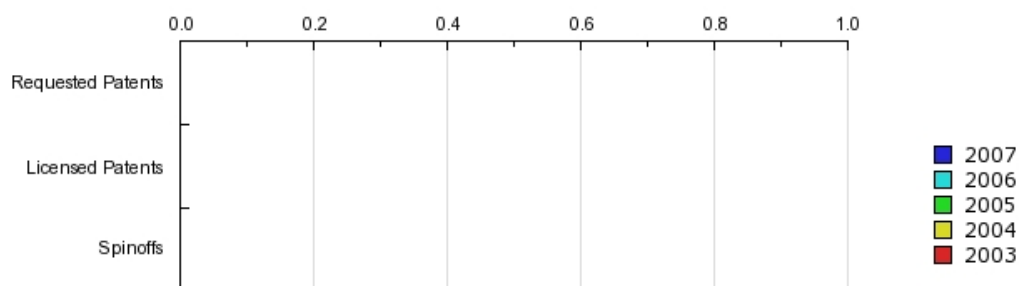


Article / Book chapters by impact

Article / Book chapters by impact						
Type	2003	2004	2005	2006	2007	Total
HIGH	0	0	0	0	0	0
MEDIUM	0	0	0	0	0	0
LOW	0	0	0	0	0	0
Not assigned	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

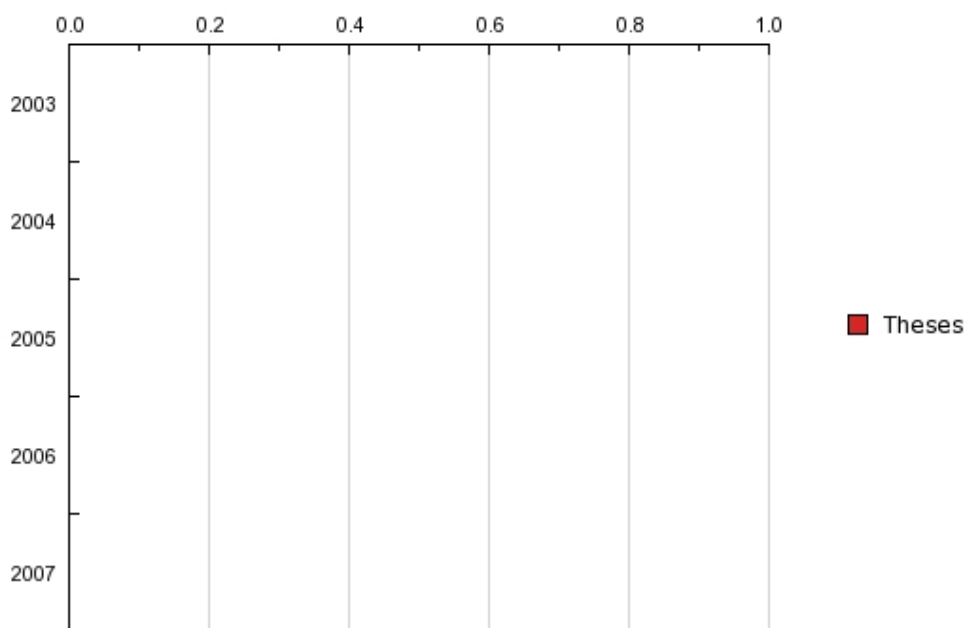


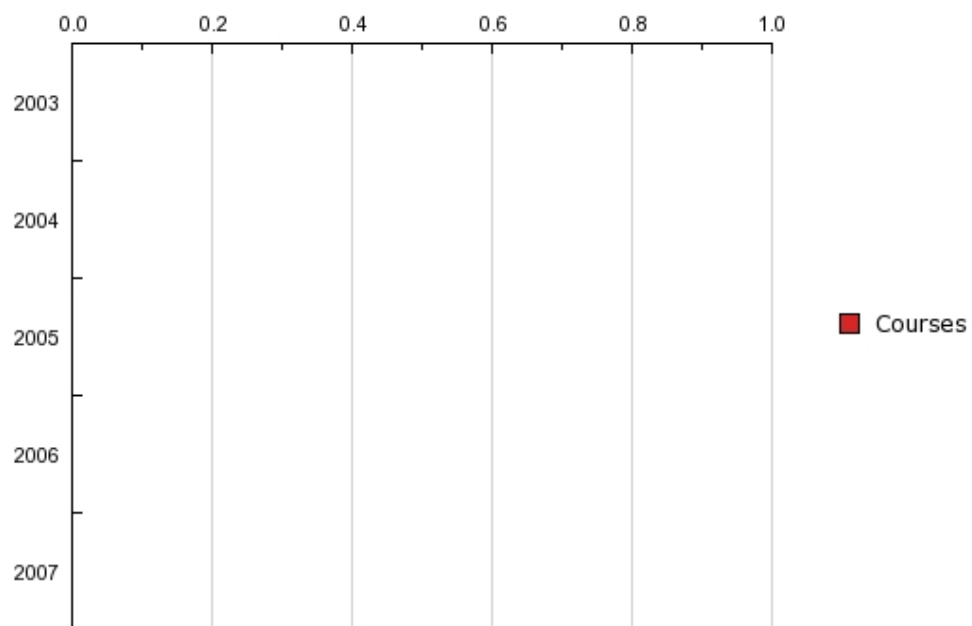
Totals by type						
Type	2003	2004	2005	2006	2007	Total
Requested patents	0	0	0	0	0	0
Licensed patents	0	0	0	0	0	0
Spinoffs	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0



Training by type

Training by type						
Type	2003	2004	2005	2006	2007	Total
Theses	0	0	0	0	0	0
Courses (hours)	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

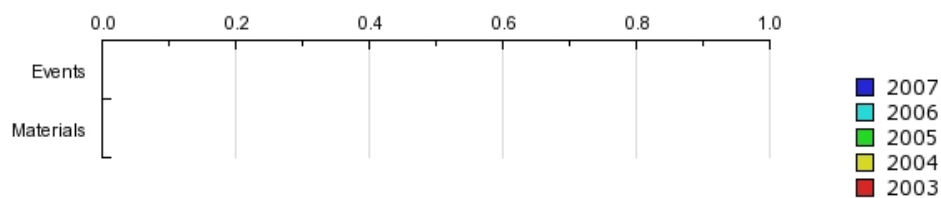






Science divulgation activities

Science divulgation activities						
Type	2003	2004	2005	2006	2007	Total
Events	0	0	0	0	0	0
Materials	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0





SWOT

Weaknesses

- Maintenance service is one of the main concerns of the IATA. The service has only one person with responsibility over approximately 11.230 m². It is evident that one institute with this size needs more qualified personnel for the different task that this service should accomplish.

Threats

Strengths

Opportunities

RA (Relational Analysis)

Competitor groups

Colaborator groups

Leading groups

Selective Advantages

General Objectives

General Objectives, Goals?

The maintenance service is in clear regression and with serious difficulties to accomplish the task that the service should provide for a good servicing of the building and scientific installations. Urgent measures should be taken in order to improve the capabilities of the service at short and medium stage.

Scientific objectives



Knowledge Transfer objectives

Training objectives

Outreach objectives

Internationalisation objectives

Common services objectives

Gender equality objectives

Quality programmes objectives

Electronic management objectives

Efficiency objectives

Increase the staff with two qualified people.

Self-funding objectives

General Strategy



Summary

In the maintenance service the strategy should centers in the urgent covering the vacant posts, in these moments it is the great deficit of the service. The process to cover the vacancies has been started and two more post have been requested considering the new buildings that are builded at present. Once the necessities of personal are covered, the second step is to intend the addecuate organization of provisions, with separation and distributions of tasks among their members to maximize the resources and the benefits.

Strategy Analysis

Summary

Increase the maintenance service staff in two people should improve its quality and palliates the poor activity that the service has today and fight against the main weaknesses of the service.

**Progress Indicators (Quantitative objectives)****Progress Indicators (Quantitative objectives)**

		Indicator	2010	2011	2012	2013
Funding(k€)	Self financing ⁽¹⁾					
Efficiency	Relative efficiency respect to					
Knowledge Transfer	Requested priority patents					
	Licensed priority patents					
	Spin-Offs					
	External services					
Training	Courses					
Outreach	Events					
	Material					
Internationalisation	Services in English?					
Management	Electronic management					
Quality programme	ISO certification					

Resources**Human resources**

Personnel(number)	2010	2011	2012	2013	Total
Tenured Scientist	0	0	0	0	0
Higher Scientific Officer	0	0	0	0	0
Intermediate Specialist Technician	0	0	0	0	0
Research assistant	1	1	0	0	2
JAE-Senior	0	0	0	0	0
JAE-Doc	0	0	0	0	0
JAE-Pre	0	0	0	0	0
JAE-Tec	0	0	0	0	0

Financial resources

Action	2010	2011	2012	2013	Total
EQUIPA(k€)	0	0	0	0	0