FY22 GOALS AND PRIORITIES

**OFAS Vision**

“To create a high performing team where everyone knows their job, and how they contribute to the mission of the Department, and through professionalism and responsiveness, deliver the best work environment possible for their customers and for themselves.”

1. **Enable Missions**
   - Provide timely and accurate responses to all customer requests
   - Deliver efficient and effective services
   - Communicate effectively (OFAS website, meetings, memo’s)
   - Streamline processes
   - Promote a Future of Work safety culture

2. **Improve the Functionality & Appearance of the MIB**
   - Complete enhancement projects (2nd floor library, 6100 access wall, elevators, entrances, exterior railings, balcony doors, blast windows)
   - Resolve complex issues (water leaks, space allocations, parking, concessions)
   - Facilitate efficient MIB space utilization
   - Address MIB core & shell issues with GSA

3. **Manage Our Funds**
   - Plan and execute appropriate resources to support the mission
   - Seek efficiencies and cost savings
   - Track and expend all allocated funds
   - Plan and budget for outyear expenses

4. **Invest in the OFAS Team**
   - Embrace new work arrangements with an open mind
   - Ensure professionalism and accountability
   - Share information (staff meetings, all hands, social events)
   - Promote training, teamwork, collaboration, participation and special assignments
   - Celebrate our achievements
   - Fill vacancies strategically

5. **Invest in the Future**
   - Migrate FMSystems to the cloud
   - Implement a conference room reservation system
   - Implement OS-PMB electric fleet vehicles and associated MIB charging infrastructure
   - Advance sustainability measures, processes, and environmental program compliance
   - Continue to implement the OS safety program
   - Obtain a signed GSA Delegation Agreement