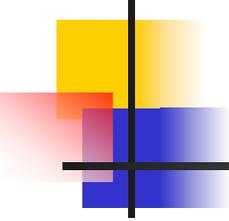


# Accommodations Group

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## FOUR SUB-GROUPS:

- Housing Office
- Food Services (Cafeteria, Catering, Users Center)
- Children's Center Day Care Facility
- Users' Office (includes Chez Leon)

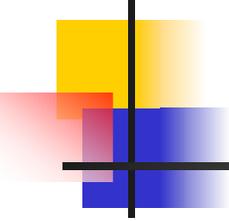


# Housing Office

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Provide quality, affordable on-site housing for visiting scientists.

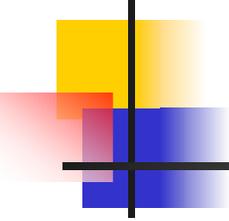
- 45 Houses
- 20 Apartments
- 92 Rooms in 7 Dormitories
- All fully furnished w/ central AC
- All but 21 buildings have DSL internet access



# Housing Office – Personnel

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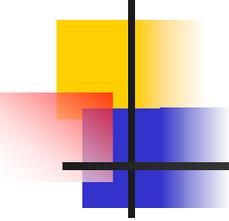
- Administrative – Housing, Day Care
- Housing Group Leader
- Administrative – Front Desk, Reservations
- Maintenance Personnel (2)
- Workforce Cleaning – 6 housekeepers



# Housing Office (FY03-Projected)

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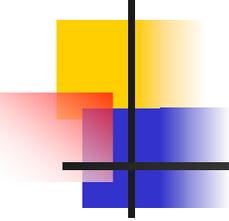
- 1600 New Contracts
- 800 Change Orders
- 1250 Cash / Credit Card Receipts
- 750 Work Orders
- 600 Internal Maintenance Requests



# Food Services

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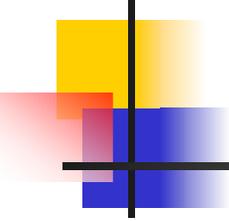
- Cafeteria Service (Eurest)
- 750 Customers / Day
- 10-20 Caterings / Month
- Users Center Operations



# Children's Center

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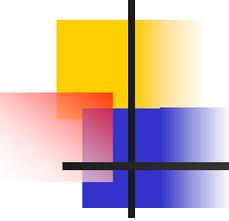
- Manager & Assistant Manager
- 12 Full- or Part-Time Teachers
- 90 "FTE" Children



# Users' Office

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- Manager
- Administrative Support
- User IDs, Insurance
- Chez Leon
- Arts Series



# Miscellaneous

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- Building Manager – 88 Buildings
- Senior Safety Officer