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The Director of Facilities is responsible for directing the Plan, including a safe, controlled, and comfortable environment of care by the provision and maintenance of adequate and appropriate utility services and infrastructure. The Director has overall responsibility and authority for the Facilities Department's functions. The site and function-specific Managers are responsible for overseeing and implementing the utility systems management program.

UCSF Health Facilities Managers are charged with the development of policies and procedures associated with the Building Utilities Plan. They are responsible for implementing, monitoring, and evaluating these policies and procedures, and reporting on performance to the Environment of Care Committee and to appropriate Administrator(s). They prepare Incident Reports for official distribution and are responsible for notifying affected areas and departments of scheduled or emergency utility shutdowns.

UCSF Health Facilities Employees are expected to take ownership of the buildings and systems on and within the areas they work. Employees are expected to perform their jobs in accordance with proper safety procedures and must know all required actions during utility failures or outages.

Contractors working on building or utility systems are required to follow procedures established by UCSF Health Facilities Management and Infection Control.

Department Managers and Staff in UCSF Health buildings have the responsibility to understand their environment and specific knowledge regarding their support infrastructure. This includes general knowledge about utility systems in their area, including, but not limited to, medical air systems and shut-off locations, vacuum system outlets, oxygen outlets, negative and positive pressure rooms and associated alarms, signals for utility systems in their area (dumbwaiter, nurse call, fire alarm systems and security systems particular to their environment).