### Supports
- UC Office of the President (OP) and Campus Enterprise Operations
- Campus Enterprise Operations

### Elements to Review
1. Floor plans (walls, windows, doors)
2. Space IDs
3. Space classifications
4. Department allocations
5. Assign all on-site active employees to Tririga workpoint locations
6. Department contacts (business unit manager and space manager)
7. Cluster allocations

### Scope
- Full campus (all UCSD owned/leased locations) in all UCSD organizations:
  - Chancellor
  - EVC Academic Affairs
  - VC Research Affairs
  - VC Equity, Diversity, and Inclusion
  - VC Student Affairs
  - VC Marine Sciences/SIO
  - VC Health Sciences
  - Schools of Medicine, Pharmacy, and Public Health, all academic and research
  - UC San Diego Health System
  - VC and Chief Financial Officer (CFO) and Health Sciences CFO
  - VC Advancement
  - VC Resource Management and Planning

### Conformance
- Required
- Preferred

### Notes
**White on dark blue = New all-campus requirement**

1. "All campus" = All employees working at least 1 day a week in or on UCSD owned/leased facilities or property. Excludes all 100% remote.
2. Active Employee attributes in UC Path (exclude all casual: restricted):
   - Job Indicator = Primary
   - HR status = Active
3. Options:
   - Primary Location - The primary location within a building where the work is performed. Offices are the most common.
   - Secondary Location - Location(s) where work takes place within a building but are different from the Primary Location.
   - Check in Location - The job role requires work in varying locations, such as patrol officers, landscape workers, maintenance workers, nurses, etc.
4. If your non-remote work location (building, floor, space) information is not available in Tririga, contact rmpfeedback@ucsd.edu.
5. Cluster requirements do not apply to UCSD Health System organizations at this time.