

Stage 02

Concept: Checklist

<input type="checkbox"/>	Create the Client Information Model
<input type="checkbox"/>	Establish governance processes to effectively manage information, referencing Asset Management Strategies and Plans
<input type="checkbox"/>	Establish Organisational Information Requirements to meet the needs of an asset management system or organisational functions
<input type="checkbox"/>	Envision 'triggers' regarding information management to inform the Asset Information Requirements
<input type="checkbox"/>	Define asset management activities to be carried out
<input type="checkbox"/>	Define the specific Asset Information Requirements to satisfy the Organisational Information Requirements
<input type="checkbox"/>	Define data structure and classification of information to be included inside of the AIM
<input type="checkbox"/>	Define the information exchange points to transfer information to and from the Asset Information Model
<input type="checkbox"/>	Define mechanisms to create, verify/validate, store, share, archive, analyse and report on the information contained within the AIM
<input type="checkbox"/>	Define the interfaces for exchange of data and information between the AIM and other organisational information systems
<input type="checkbox"/>	Define the mechanisms for maintaining the quality and integrity of the data/information contained in the AIM through use of a CDE
<input type="checkbox"/>	Ensure the roles and responsibilities for information management have been considered and defined
<input type="checkbox"/>	Processes and Procedures for information management have been considered and specified
<input type="checkbox"/>	Risks relating to information management have been considered
<input type="checkbox"/>	Information exchange with other stakeholders has been considered

.../

Stage 02
Concept:
Checklist

02

<input checked="" type="checkbox"/>	Create the Employers Information Requirements
<input type="checkbox"/>	Define the client/employer key strategic decision points
<input checked="" type="checkbox"/>	Define the 'Plain Language Questions' required to be answered using the information exchanged at the key decision points
<input checked="" type="checkbox"/>	Assign role of Project Delivery Manager to manage the authoring of the Employer Information Requirements
<input checked="" type="checkbox"/>	Ensure that the Employer Information Requirements are included in project contracts to avoid duplication of responsibilities, contents should be inclusive of Information Management, Commercial Management and Competence Assessment
<input checked="" type="checkbox"/>	Appoint a party to undertake the role of Information manager as per Construction Industry Council - Information Management Guidance
<input type="checkbox"/>	Ensure that bidders submit details of their approach to project information management in a pre-contract BEP to support answering the Plain Language Questions
<input checked="" type="checkbox"/>	Ensure bidders have the capability, competence and experience to deliver the project through review of the Project Implementation Plan (PIP) received as part of the pre-contract BEP
<input checked="" type="checkbox"/>	Outline the specific ownership and operational purposes of the proposed facility within the EIR
<input checked="" type="checkbox"/>	Collate a register of required facility assets (spatially and physical) for inclusion within the EIR
<input checked="" type="checkbox"/>	Within the EIR specify COBie as the required information devliery format from the lead consultant and/or the lead contractor
<input type="checkbox"/>	Outline the security requirements for any sensitive or confidential information within the EIR, including security strategy, policy, process and procedures
<input checked="" type="checkbox"/>	Determine the timing and content of interim and final handover information requirements from the supply chain
<input type="checkbox"/>	Specify the project information deliverables at each work stage for monitoring, assessment, performance, validation and project lifecycle decision making
<input checked="" type="checkbox"/>	Establish a suitable CDE for storage, maintenance and archiving of facility information, asset portfolio and operational applications.
<input checked="" type="checkbox"/>	Ensure internal procedueral and quality systems are established for the receiving and auditing of the supply chain information transfers
<input type="checkbox"/>	Develop a Project Technology & Systems Integration plan
<input checked="" type="checkbox"/>	Ensure that BIM is included as part of the Tender Clauses referencing BIM Protocol when being utilised
<input checked="" type="checkbox"/>	Test Supply Chains BIM Capability & Capacity