

plannerly



Expert
following ISO 19650

LESSON 5 : ISO 19650 Success

Collaborative Production of Information

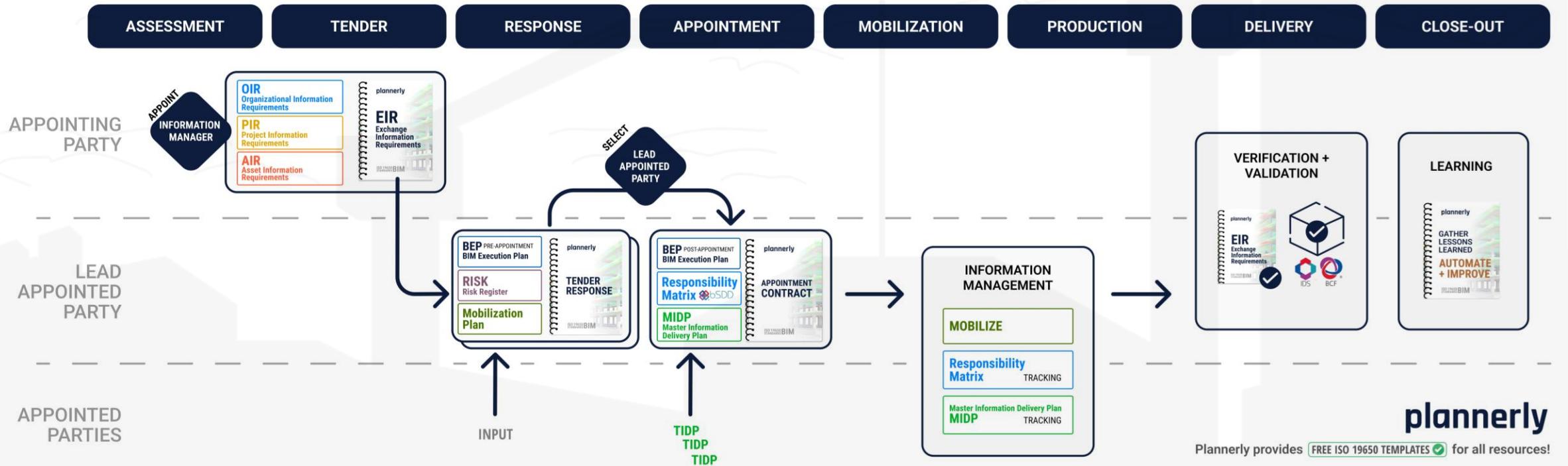


Summary

ISO 19650 Workflow

plannerly

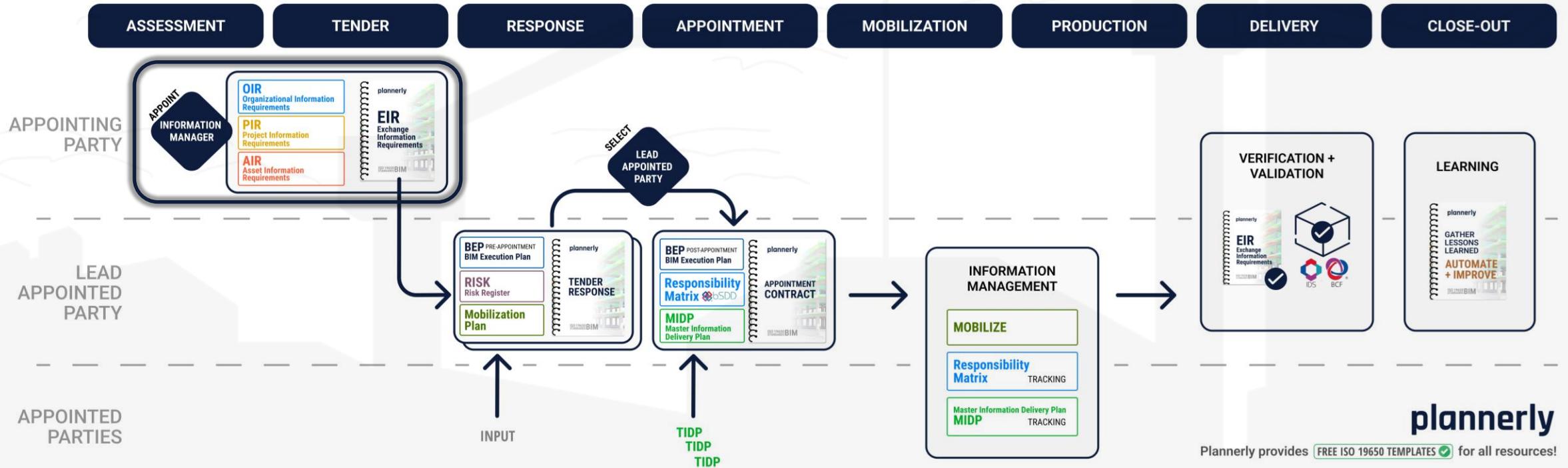
More Simple Than You Think!



ISO 19650 Workflow

plannerly

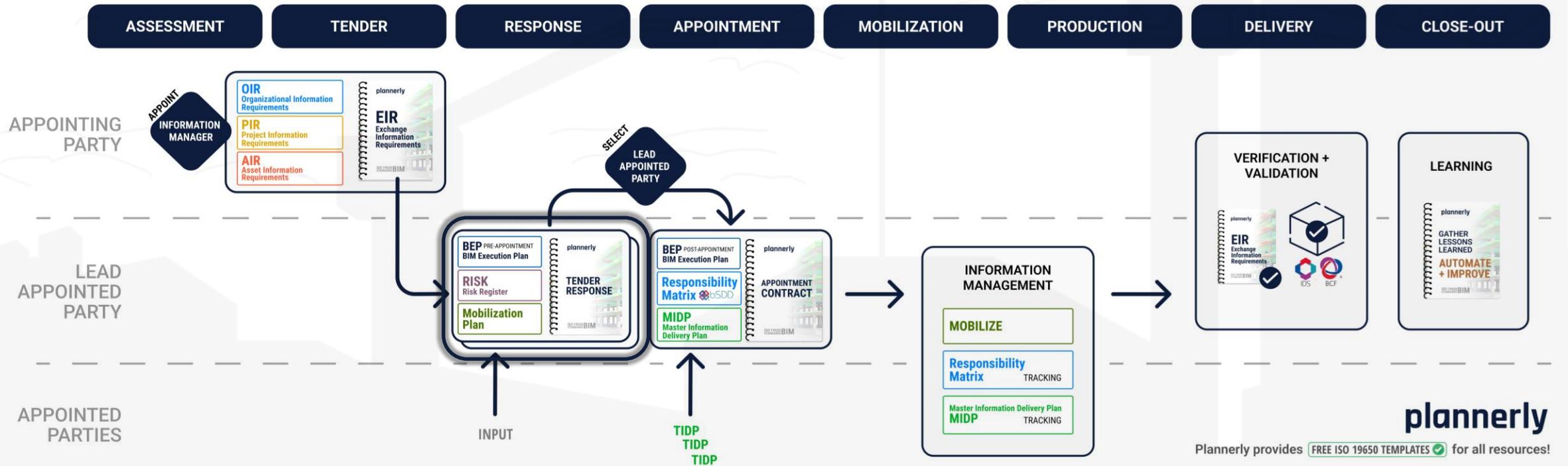
More Simple Than You Think!



ISO 19650 Workflow

plannerly

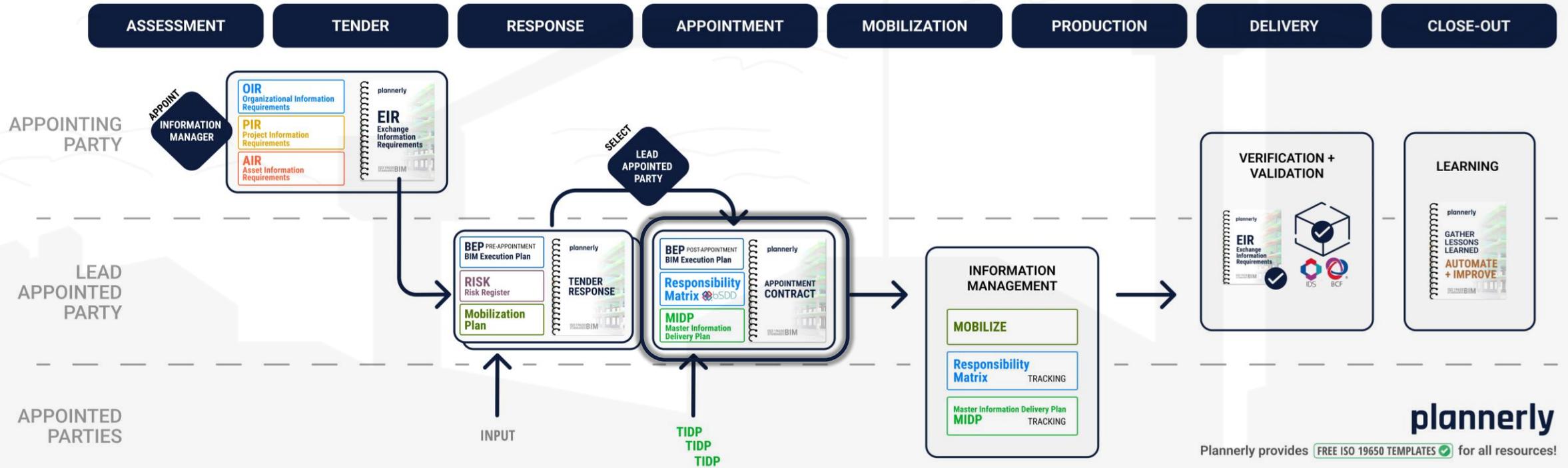
More Simple Than You Think!



ISO 19650 Workflow

plannerly

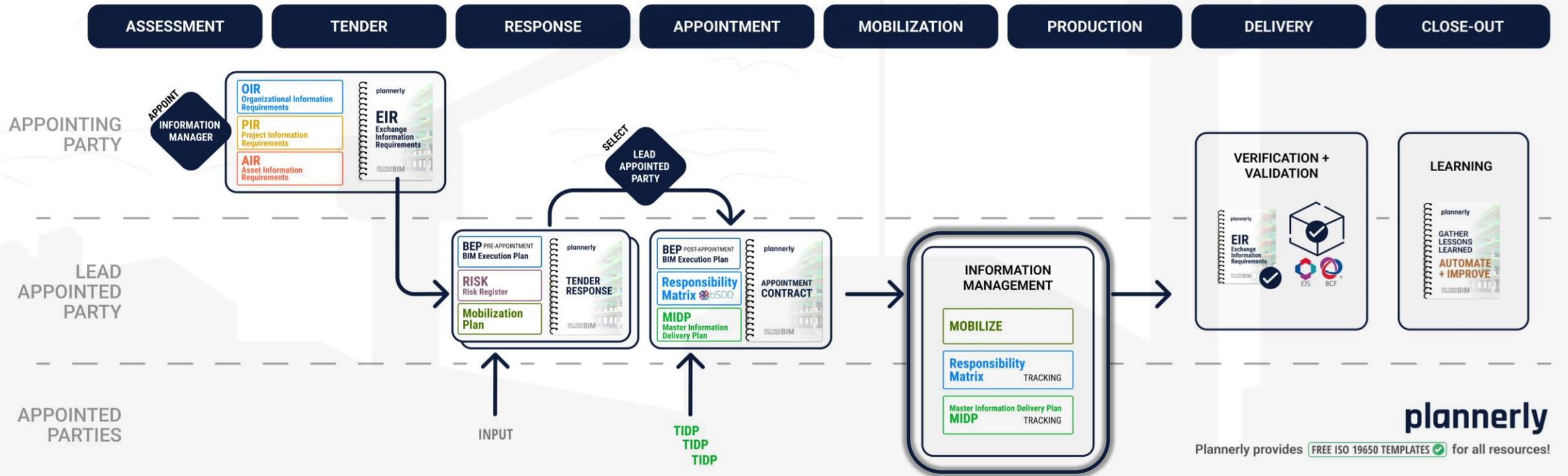
More Simple Than You Think!



ISO 19650 Workflow

plannerly

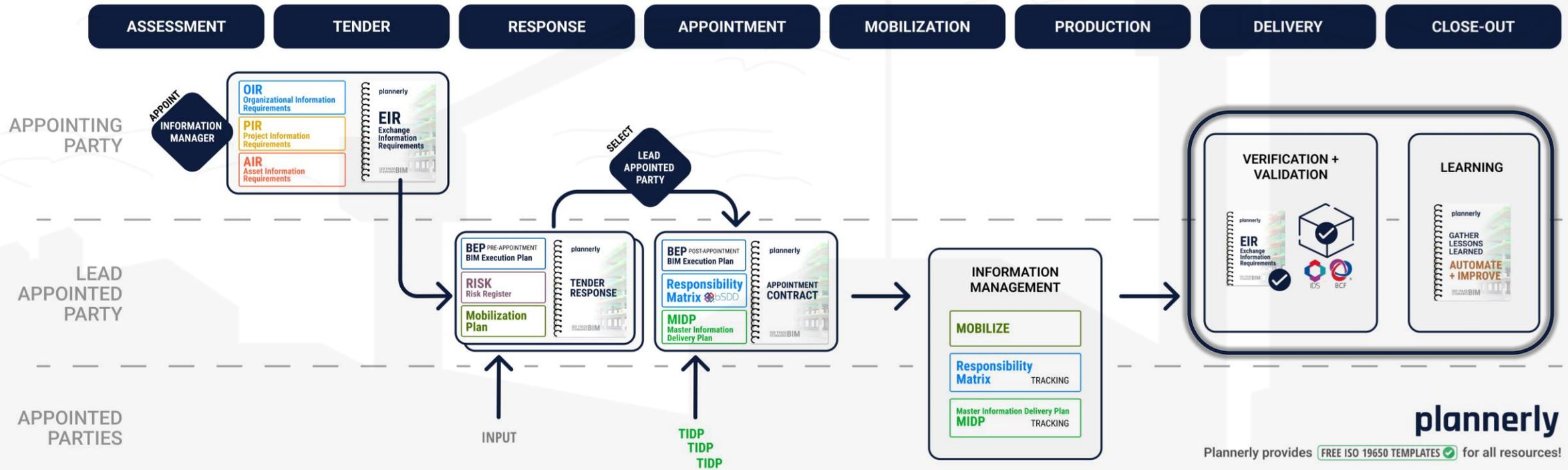
More Simple Than You Think!



ISO 19650 Workflow

plannerly

More Simple Than You Think!



ISO 19650 CHECKLIST

plannerly

plannerly

Information Management Ta... 0 - Strategic Definition 1 - Preparation and Briefing 2 - Concl...

- > Assessment and Need
- > Invitation To Tender
- > Tender Response
- > Appointment
- > Mobilization
- > Collaborative Production of Information
- > Information Model Delivery
- > Project close-out
- > Assessment and Need

ISO 19650 Infor...

Scope

File Manager

plannerly

5.1.1 Appoint Information Managers

Unassigned AP

Description

Identify and appoint the individuals to undertake the information management function.

ISO 19650-2 Clause 5.1.1 / ISO 19650-3 Clause 5.1.1

Checklist

- List the nominated individuals from within their own organization who are responsible for the information management function.
- Define the scope of services that the information management function will provide.
- List the tasks to be provided as part of the scope of services (if appointing a third party)
- Establish the authority that the appointing party will delegate to the prospective lead appointed party or third party (if delegating the authority to a prospective lead appointed party or third party)
- Establish the competency (knowledge or skills) that the individuals undertaking the function will need (applicable whether delegating or not)

Tracking:

MILESTONE
Information Management Tasks

STATUS
Reviewed

DATES
None

Activity

Comment or @mention

- Akos changed the status of **Appoint Information Managers to Reviewed**
Dec 3, 2024 1:36 PM
- bharathi changed the status of **Appoint Information Managers to Proposed**
Oct 29, 2024 2:40 PM

Delete Task

5.3.2 Establish the delivery teams (pre-appointment) BIM Execution Plan

Unassigned LEAP

Description

The prospective lead appointed party is responsible for developing a pre-appointment BEP to ensure alignment with the appointing party's requirements.

Checklist

- Define the information management function by nominating individuals for roles (collaborate with appointing party's requirements).

5.3.4 Establish the delivery teams capability and capacity

Unassigned LEAP

Description

The lead appointed party should aggregate assessments from all task teams to evaluate the delivery teams overall capability and capacity.

Checklist

- Collect and aggregate capability assessments from all task teams, covering information management skills, resources, and capacity.

5.3.6 Establish the delivery teams risk register

Unassigned LEAP

Description

The lead appointed party is responsible for creating a risk register that captures and manages risks related to timely information delivery. This includes assessing assumptions, protocols, information standards, and team mobilization risks.

ISO 19650-2 Clause 5.3.6

Checklist

- Identify assumptions and potential gaps in the appointing party's exchange information requirements, and document these in the risk register.
- Assess risks related to information delivery milestones, ensuring resources and capacity are sufficient for timely delivery.
- Evaluate compliance with the project's information protocol, addressing any legal and commercial risks.
- Document risks associated with the information delivery strategy to verify alignment with project standards and methods.
- Identify risks related to adopting the project's information standard and production methods, considering any challenges in application or compatibility.
- Include risks associated with the mobilization of the delivery team, particularly those impacting capacity or resource availability.
- Consult with appointed parties to review identified risks, capturing additional insights or concerns to ensure comprehensive coverage.

Tracking:

MILESTONE
Information Management Tasks

STATUS
Proposed

DATES
None

Activity

Comment or @mention

Delete Task

5.6.1 Check availability of reference information and shared resources

Unassigned AP

Description

The lead appointed party verifies that all necessary reference information and shared resources are available and accessible to the project team.

Checklist

- Confirm availability of all required reference documents within the CDE, including site surveys, existing asset data, and other project-specific information.

5.6.3 Undertake quality assurance check

Unassigned AP

Description

Conduct quality assurance (QA) checks on all generated information to ensure compliance with project standards and accuracy.

Checklist

- Perform QA checks on all information containers to verify compliance with project standards and accuracy.

5.6.5 Information model review

Unassigned LEAP

Description

The lead appointed party is responsible for coordinating regular reviews of the information model to ensure alignment with project requirements, quality standards, and compliance with the appointing party's exchange information requirements.

ISO 19650-2 Clause 5.6.5

Checklist

- Schedule regular information model reviews to align with project milestones and key decision points.
- Verify that the information model meets the appointing party's requirements, including accuracy, level of detail, and completeness.
- Identify and document any inconsistencies or errors within the information model, addressing them with the relevant task teams.
- Consult with appointed parties during the review to gather feedback and verify the model's usability.
- Update the information model as needed based on review findings, ensuring alignment with project standards and objectives.
- Record outcomes and any corrective actions in the project's quality management documentation to track resolution and maintain compliance.

Tracking:

MILESTONE
Information Management Tasks

STATUS
Proposed

DATES
None

Activity

Comment or @mention

- bharathi added a checklist task to **Information model review**
Oct 29, 2024 7:07 PM
- bharathi added a checklist task to **Information model review**
Oct 29, 2024 7:07 PM

Delete Task

5.8.1 Archive the project information model

Unassigned AP

Description

The project information model (PIM) is archived according to the project's information protocol, retaining data for future access and reference.

Checklist

- Confirm the project information model (PIM) is complete and up-to-date before archiving.
- Ensure compliance with data retention policies as specified in the information protocol.
- Organize and label information containers to facilitate future retrieval and reference.
- Secure access permissions to archived data, limiting access to authorized personnel only.
- Store the archived PIM in the designated CDE or another secure environment as specified by project standards.
- Document the archive details, including storage location, retention period, and access permissions, for reference in project close-out reports.

Tracking:

MILESTONE
Information Management Tasks

STATUS
Proposed

DATES
None

Activity

Comment or @mention

- bharathi added a checklist task to **Archive the project information model**
Oct 29, 2024 7:23 PM
- bharathi added a checklist task to **Archive the project information model**
Oct 29, 2024 7:23 PM

Delete Task

5.8.2 Capture lessons learned for future projects

Unassigned AP

Description

Document insights and lessons learned throughout the project to refine information management practices for future projects.

ISO 19650-2 Clause 5.8.2

Checklist

- Gather feedback from task teams and lead appointed parties on information management practices, challenges, and insights.
- Identify successful strategies and best practices that contributed to effective project information management.
- Document issues and challenges faced during information delivery, along with proposed solutions or workarounds.
- Review any risks that materialized and how they were mitigated through information management on future projects.
- Consolidate all lessons learned provided by the lead appointed parties into a formal document and share it with relevant stakeholders.

Tracking:

MILESTONE
Information Management Tasks

STATUS
Proposed

DATES
None

Activity

Comment or @mention

- bharathi added a checklist task to **Capture lessons learned for future projects**
Oct 29, 2024 7:23 PM
- bharathi added a checklist task to **Capture lessons learned for future projects**
Oct 29, 2024 7:23 PM

Delete Task



- > OIR
- > PIR
- > EIR
- > BEP Add
- > Appointment
- > Risks
- > Mobilize
- > Lessons
- > RACI
- > Meetings
- > Glossary



Add New



OR

Use Templates

IMPORT WORD DOC

HQ Project

Docs

Scope

Verify

File Manager

Michelle Lee





Import Settings

- Responsibility Matrix 
 - Architectural
 - Structural
 - Mechanical
 - Electrical
 - Plumbing
 - Telecommunications
 - Sitework
- Master Information Delivery Plan

HQ Project

Docs

Scope

Verify

File Manager

Michelle Lee

Add New



OR

Use Templates

IMPORT CSV



- HQ Project
- Docs
- Scope
- Verify

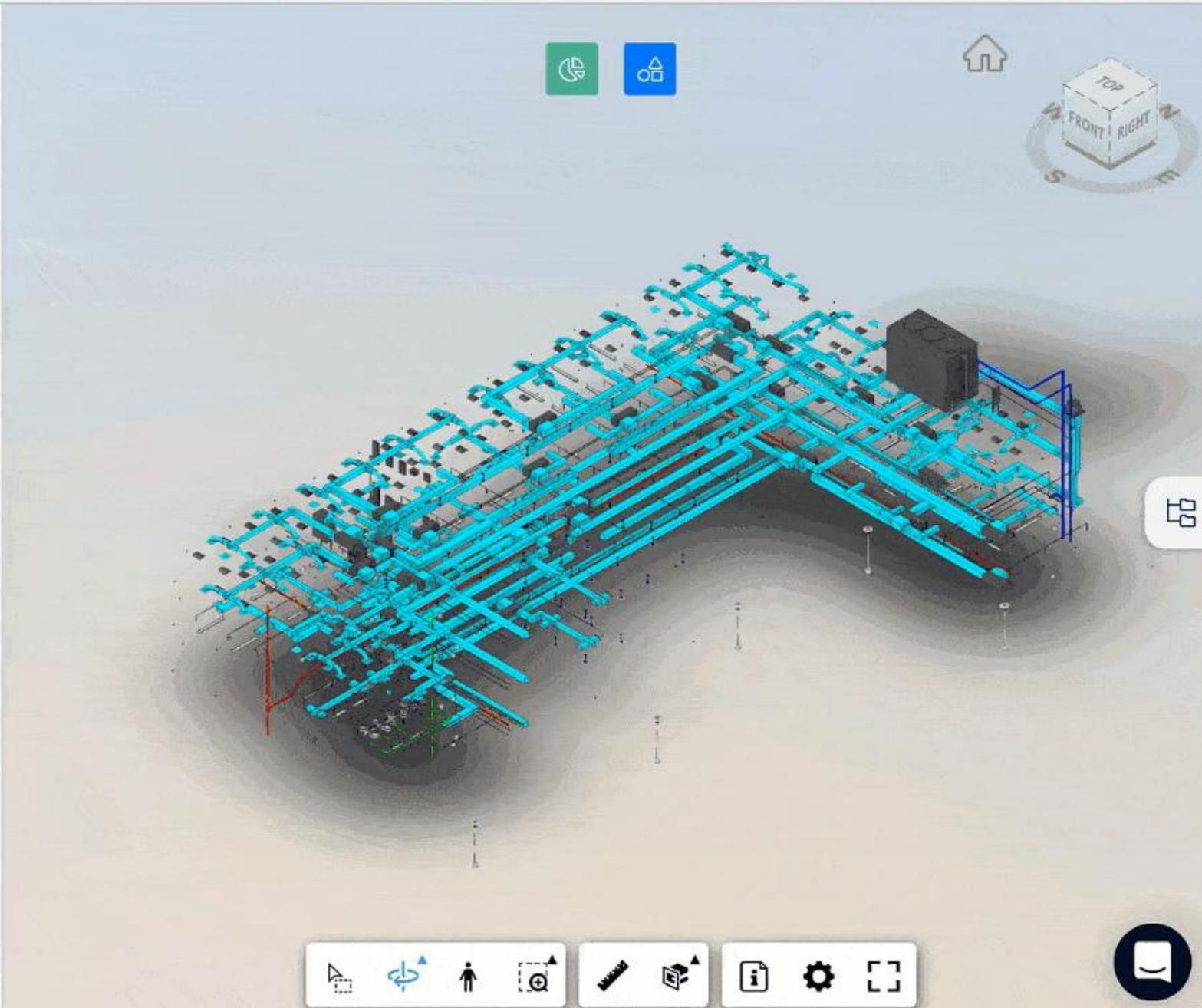
Complete

MEG HVAC Supply Air ... 907

Detailed Elements / Propo...
3D Coordination
5

COMPLETE 74%

1 TASK + 100%



Get Free ISO 19650 Certification Here:

LEVEL 1



CERTIFIED
Information
Manager

Basics

Powered By:
plannerly

LEVEL 2



CERTIFIED
Information
Manager

Advanced

Powered By:
plannerly

LEVEL 3



CERTIFIED
Information
Manager

Expert
following ISO19650

Powered By:
plannerly

plannerly.com/training