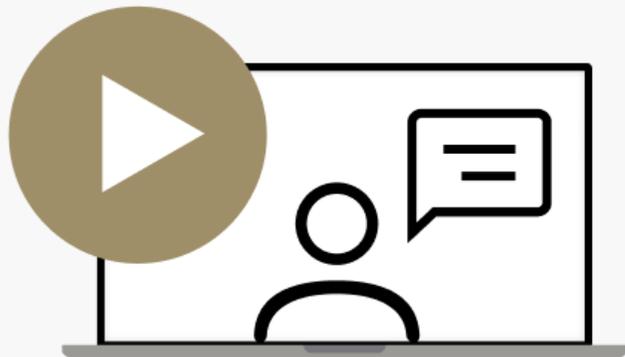


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following ISO 19650

**LESSON 5 : ISO 19650 Success**

*Collaborative Production of Information*

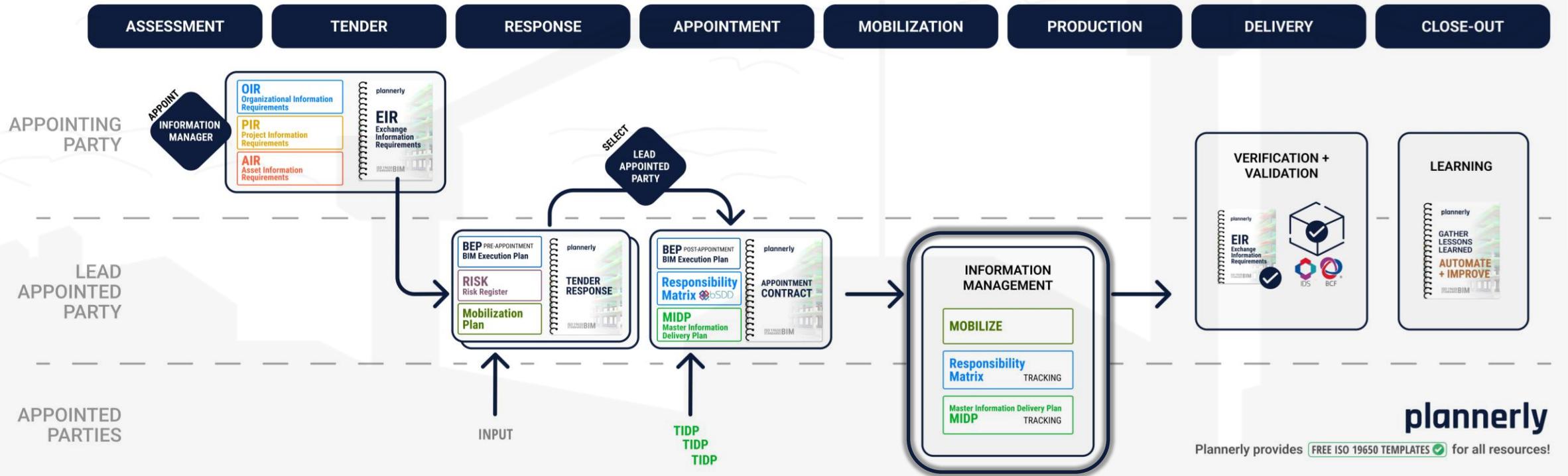


*Introduction*

# ISO 19650 Workflow

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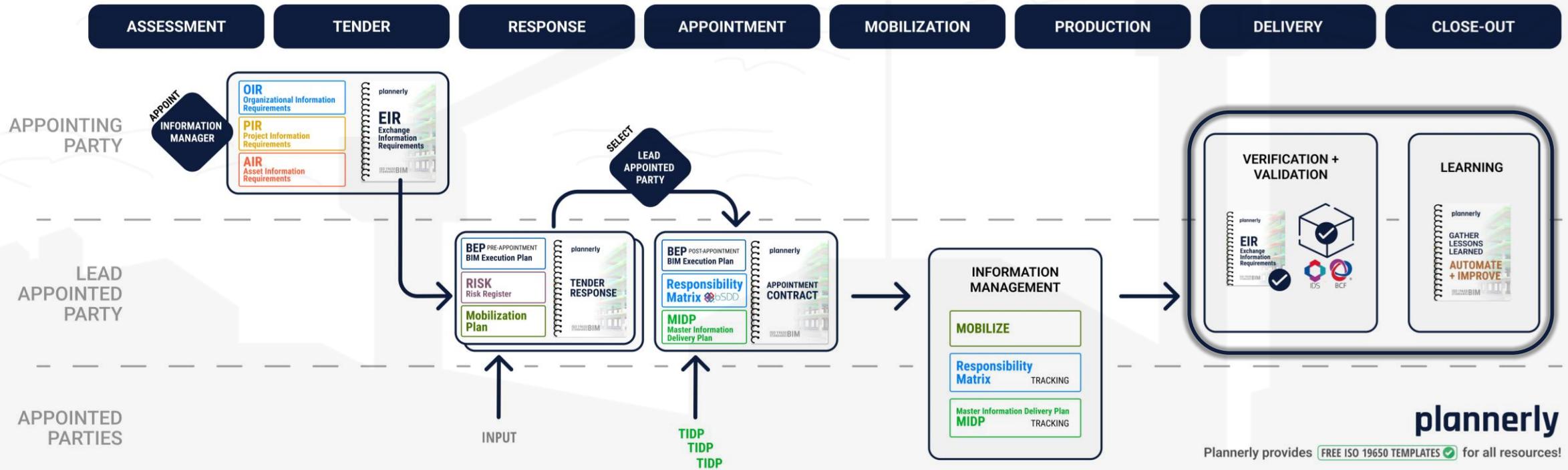
## More Simple Than You Think!



# ISO 19650 Workflow

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More Simple Than You Think!



# Mobilization & Collaborative Production

More Simple Than You Think!

## INFORMATION MANAGEMENT

**MOBILIZE**

**Responsibility  
Matrix** TRACKING

**Master Information Delivery Plan  
MIDP** TRACKING

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# Information Model Delivery

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VERIFICATION +  
VALIDATION

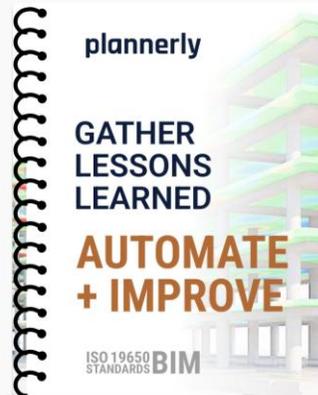


# Project Close-out

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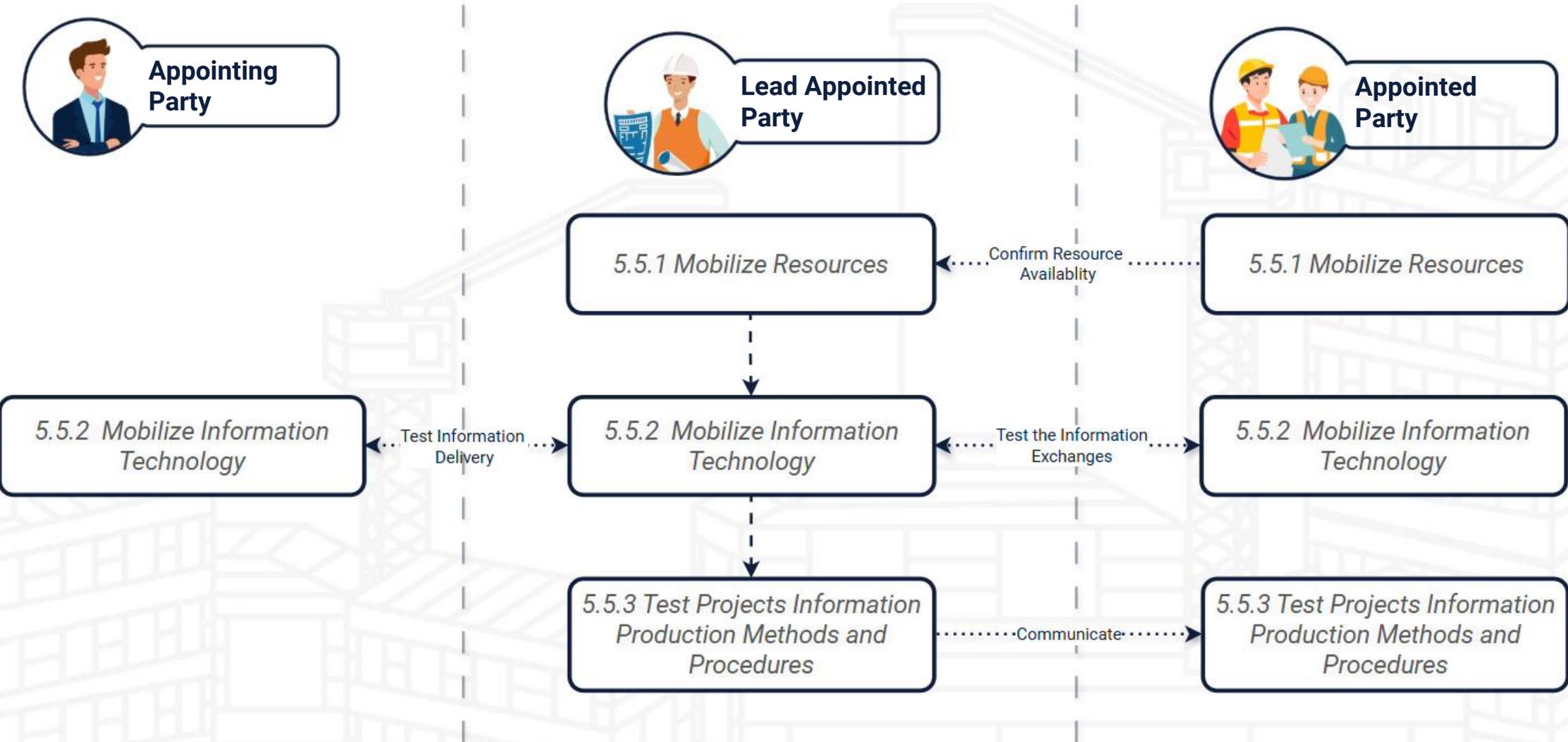
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## LEARNING

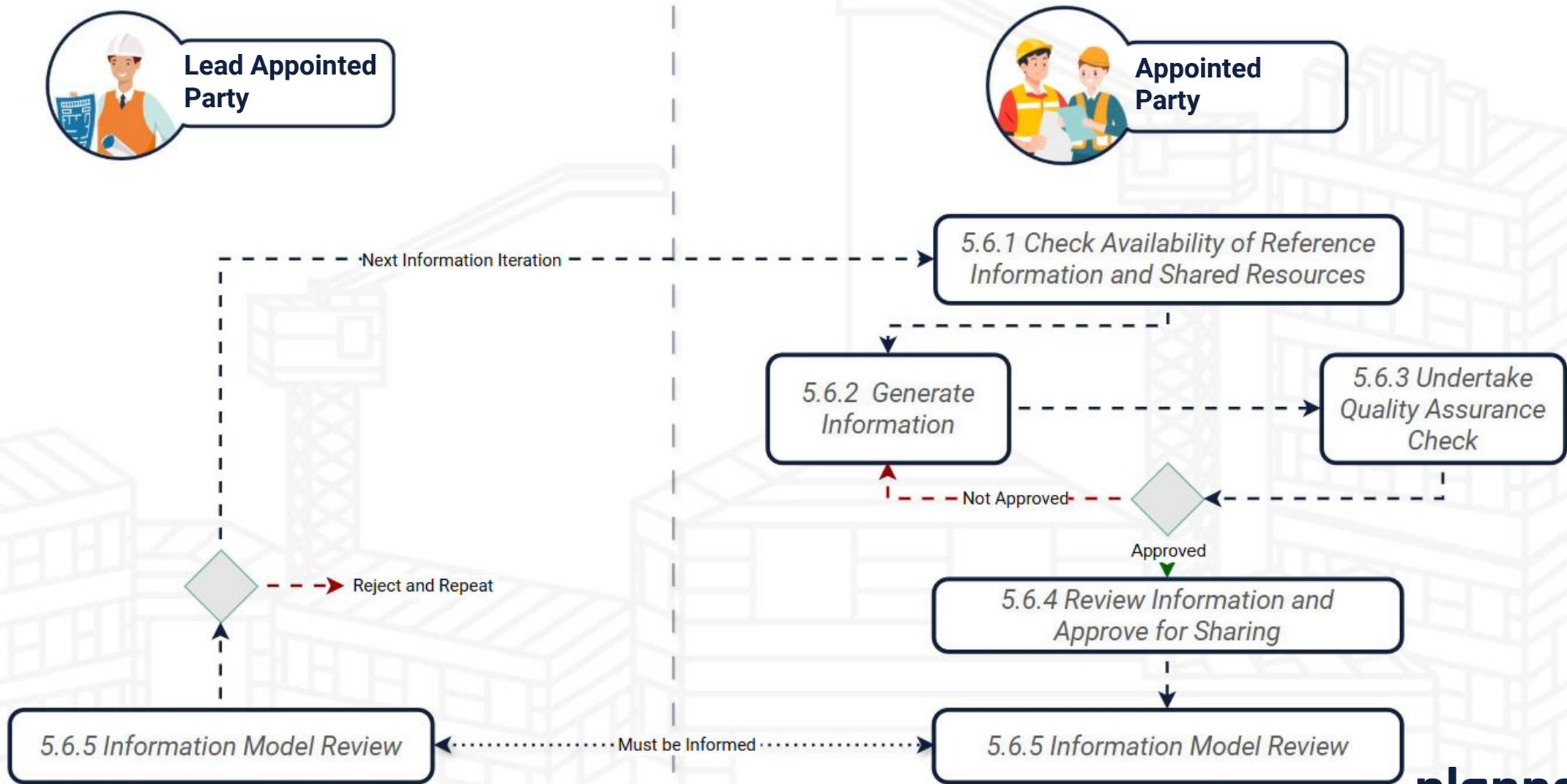


# Clause 5.5 – Mobilization

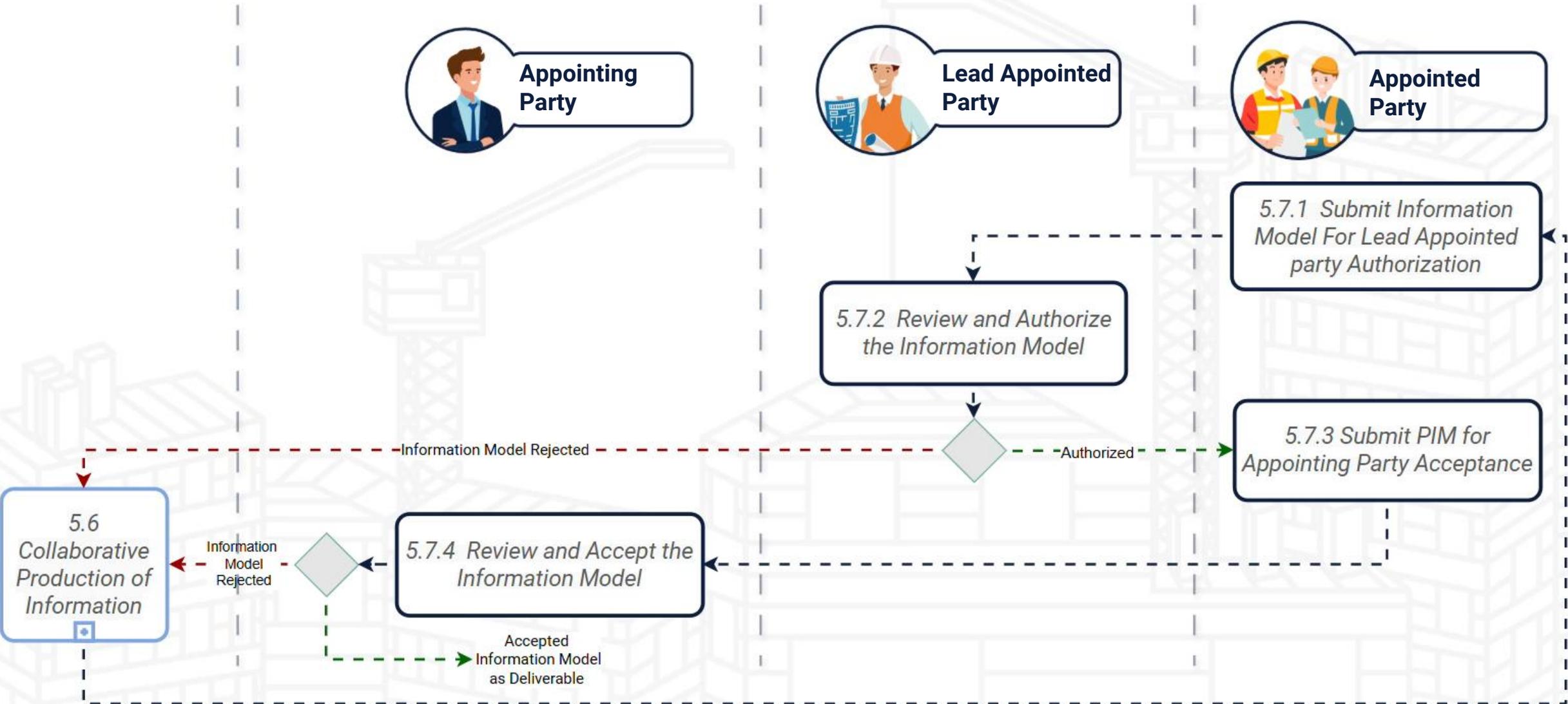
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# Clause 5.6 – Collaborative Production plannerly



# Clause 5.7 – Information Model Delivery plannerly



# ISO 19650 CHECKLIST

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5.5.1 Mobilize resources

Unassigned LEAP

### Description

The lead appointed party mobilizes resources according to the delivery team's mobilization plan, ensuring that personnel are available, trained, and ready to manage project information as required.

ISO 19650-2 Clause 5.5.1

### Checklist

- Confirm availability of resources within each task team, including personnel and supporting roles (e.g., IT support, administrative roles).
- Provide project-specific education on key information management topics, covering the project's scope, exchange information requirements, and expected delivery milestones.
- Develop and deliver training on necessary skills to ensure team members can manage and produce information according to project requirements.
- Assess any changes in team composition due to availability issues, ensuring new team members possess equivalent or superior skills.
- Record any mobilization-related risks in the delivery team's risk register, updating it as necessary to reflect resource changes or capability gaps.
- Repeat mobilization activities as needed for new team members or in response to project adjustments.
- Ensure appointed parties are informed as required throughout the mobilization process.

+ INFORMATION REQUIREMENTS

+ ATTACHMENTS

### Activity

Comment or @mention

Tracking:

MILESTONE  
Information Management Tasks

STATUS  
Proposed

DATES  
None

Delete Task



5.6.1 Check availability of reference information and shared resources

Unassigned APP

### Description

The lead appointed party verifies that all necessary reference information and shared resources are available and accessible to the delivery team within the Common Data Environment (CDE).

ISO 19650-2 Clause 5.6.1

### Checklist

- Confirm availability of all required reference documents within the CDE, including site surveys, existing asset information, and regulatory guidelines.
- Verify access to shared resources, such as templates, libraries, and style guides, to ensure team consistency.
- Check data accuracy and completeness of all reference information to prevent discrepancies during project



5.7.1 Submit information model for lead appointed party authorization

Unassigned APP

### Description

Each task team submits its completed information model to the lead appointed party for authorization, ensuring compliance with project standards and information requirements.

ISO 19650-2 Clause 5.7.1

### Checklist

- Prepare the information model for submission, ensuring it meets the specified format, accuracy, and level of detail.
- Verify alignment with the project's information standards and the appointing party's exchange information requirements.
- Conduct an internal quality check to confirm the information model is complete, accurate, and compliant



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 compliance with regulatory requirements.

ISO 19650-2 Clause 5.8.1

### 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.

+ INFORMATION REQUIREMENTS

+ ATTACHMENTS

### Activity

Comment or @mention

Tracking:

MILESTONE  
Information Management Tasks

STATUS  
Proposed

DATES  
None

bharathi added a checklist task to Archive the project information model Oct 25, 2024 7:23 PM

bharathi added a checklist task to Archive the project information model Oct 25, 2024 7:23 PM

Delete Task

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