
Overview

This unit is about the application of Building Information Modelling to manage project completion and handover.

Performance criteria

You must be able to:

- P1 confirm **project requirements**, consult with **stakeholders** and develop and agree a commissioning programme
- P2 check that **project requirements** have been met and record outstanding work and defects
- P3 carry out commissioning inspections and tests that require certification and ensure that they are witnessed by **stakeholders** as required
- P4 identify and arrange for the satisfactory completion of any outstanding work
- P5 arrange a handover inspection involving all relevant **stakeholders**, confirm any **stakeholder** concerns that need to be addressed, and record and agree any required actions
- P6 check that **stakeholders'** respective **responsibilities** are adopted
- P7 assemble and hand over **buildings, installations and systems** and **operational information** in accordance with the contract
- P8 instruct clients and users on effective operation and maintenance of **buildings, installations and system**

Knowledge and understanding

You need to know and understand:

- K1 how to confirm **project requirements** and consult with **stakeholders** (application)
- K2 how and why to develop a commissioning programme (synthesis)
- K3 how and why to agree a commissioning programme (evaluation)
- K4 how to check that **project requirements** have been met and record outstanding work and defects (application)
- K5 how to carry out commissioning inspections and tests that require certification and ensure they are witnessed by **stakeholders** as required (application)
- K6 what to identify as any outstanding work (understanding)
- K7 how to arrange for the satisfactory completion of any outstanding work (application)
- K8 how to arrange a handover inspection involving all relevant **stakeholders** (application)
- K9 how to confirm any **stakeholder** concerns that need to be addressed and record any required actions (application)
- K10 how and why to agree any required actions (evaluation)
- K11 how to check that **stakeholders'** respective **responsibilities** are adopted (application)
- K12 how to assemble and hand over **buildings, installations and systems** and **operational documentation** (synthesis)
- K13 how to instruct clients and users on effective operation and maintenance of **buildings, installations and systems** (application)

Scope/range

- 1 Project requirements:
 - 1.1 time
 - 1.2 quality
 - 1.3 cost
 - 1.4 health and safety
 - 1.5 regulations
 - 1.6 environmental and sustainability
 - 1.7 defects rectification period
- 2 Stakeholders:
 - 2.1 clients
 - 2.2 users
 - 2.3 consultants
 - 2.4 contractors
 - 2.5 regulatory/controlling authorities
 - 2.6 facility/asset managers
- 3 Responsibilities:
 - 3.1 insurances
 - 3.2 security
 - 3.3 operations
 - 3.4 health and safety
 - 3.5 utility supply
 - 3.6 environmental sustainability
- 4 Buildings, installations & systems:
 - 4.1 structure
 - 4.2 materials
 - 4.3 elements of the building fabric
 - 4.4 finishes
 - 4.5 furnishings
 - 4.6 fittings
 - 4.7 power and light
 - 4.8 heating and ventilating
 - 4.9 refrigeration and air-conditioning
 - 4.10 telecommunications

Scope/range

- 4.11 movement of goods and people
- 4.12 special services and equipment
- 4.13 external works
- 4.14 landscaping
- 4.15 building energy management systems
- 4.16 grey water systems
- 4.17 plumbing
- 4.18 smart meters
- 5 Operational information:
 - 5.1 manuals and guidance materials
 - 5.2 plans
 - 5.3 health and safety file
 - 5.4 operating equipment
 - 5.5 security information and equipment
 - 5.6 guarantees and warranties
 - 5.7 commissioning and test certificates
 - 5.8 as constructed information (models, documents, drawings, graphical and non-graphical digital data files)

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Manage project completion and handover in a Building Information Modelling environment



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Relevant occupations Managers in construction; civil engineers; architects; quantity surveyors; building and civil engineering technicians; architectural technologists and town planning technicians; draughtspersons; graphic designers; property, housing and land; town planners managers; chartered surveyors (not quantity surveyors) managers; estimators, valuers and assessors managers

Suite Building Information Modelling

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