



Project Information Requirements (PIR)

Template

August 2020

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Executive summary

The international information management standards ISO 19650-1:2018 and ISO 19650-2:2018 define the recommended concepts and principles for information management using Building Information Modelling (BIM) as well as specifying the activities during the delivery phase of an asset.

The ISO 19650 series describes how the Project Information Requirements (PIR) are developed by the appointing party to meet their strategic high-level objectives, as stated in the Organizational Information Requirements (OIR). They document the information that is required to inform key decision making, at specified points during a project lifecycle. Then the relevant requirements are then integrated into the applicable appointment documentation, via the Exchange Information Requirements (EIR).

1 Project scope

<Provide a description of the project; specifying objectives, purpose and any relevant timeframes.>

1.1 Project Purpose

<Provide an explanation of why the project is required by the organisation/appointing party, include intended use and occupation if applicable.>

1.2 Project objectives

<Outline the project goals and objectives, these should focus on how the project can contribute to achieving the Organizational Information Requirements (OIR) strategic objectives.>

1.3 Project details

<Provide the project details, this should include; site address, procurement method, internal project team and the expected date for the facility to be in operation.>

1.4 Legacy information

<Input any reference to any existing information related to the asset that better informs the project information requirements. Include hyperlinks or reference name/number and confirm location of the legacy information.>

Table 1.1: Legacy information and shared resources

Reference	Revision	Date	Information container name/ description	Format	Team originator	Location /URL
<Insert information container identifier.>	<Insert revision.>	<Insert date.>	<Insert information name or description.>	<Format.>	<Information originator.>	<Insert information location/URL.>

2 Plan of works

<This section is to identify the plan of works for the project. The plan of works generally describes the project/work stages that are used to divide the project, which may also be used for contractual purposes.>

2.1 Information delivery milestones

<Define the information delivery milestones, where specified information deliverables are exchanged during the project.>

Table 2.1: Information delivery milestones plan

Work stage	Milestone	Work-package/activity	Group/team	Date
<Insert project stage.>	<Insert milestone ref.>	<Insert work package/activity.>	<Insert group/team responsible.>	<Insert date.>

3 Information requirements

<Use this section to define the information requirements specific to the project and describe how they are managed. These should be the specific requirements of the delivery phase of an asset.>

3.1 Project information requirements

<Outline the project information requirements, these should be derived by the organization's strategic objectives.>

Table 3.1: Information delivery milestones and requirements

Work stage	Milestone	Work-package/activity	Policy or external influencer	Information Requirement	Information Container	Acceptance criteria
<Insert work stage.>	<Insert milestone.>	<Insert work package/activity.>	<ul style="list-style-type: none"> <Insert policy or external influence.> 	<ul style="list-style-type: none"> <Insert information requirement.> 	<ul style="list-style-type: none"> <Insert information container.> 	<Insert acceptance criteria.>



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