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| Asset Information Requirements (AIR) |
| Template |
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Introduction

Asset information requirements (AIR) define the information required to operate and maintain an asset in line with the organisational information requirements (OIR).

The purpose and context of the asset information requirements (AIR) is to capture essential information at the capital expenditure (CAPEX) phase of the project. The information that is successfully documented in the AIR will provide the golden thread to operating, maintaining, replacing and/or the end of life (decommission of the asset facility), the operation expenditure (OPEX).

# Maintainable assets

## Schedule of maintainable assets

< Identify your organisation’s maintainable assets, which are the assets that the following information requirements relate to.>

# Information requirements

<Use this section to define the information requirements that are specific to the operation of the asset.>

## Data structure

<Provide a description of how the information should be structured to maximise the benefit for the management of the asset.>

## Asset information requirements (AIR)

< Define the information required to support each asset operation activity.>

### Maintenance

<Specify what information is required to assist with both proactive and reactive maintenance.>

Table 2.1: Maintenance information requirements

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Operation activity** | **Policy or external influencer** | **Information requirements** | **Information container** | **Exceptions** | **Acceptance criteria** |
| <Insert operation activity> | <Insert policy or external influencer> | <Insert information requirements> | <Insert information container> | <Insert exceptions> | <Insert acceptance criteria> |
|  |  |  |  |  |  |

### Sustainability

<Specify the information that is required for the organisational sustainability objectives.>

Table 2.2: Sustainability information requirements

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Operation activity** | **Policy or external influencer** | **Information requirements** | **Information container** | **Exceptions** | **Acceptance criteria** |
| <Insert operation activity> | <Insert policy or external influencer> | <Insert information requirements> | <Insert information container> | <Insert exceptions> | <Insert acceptance criteria> |
|  |  |  |  |  |  |

### Asset operation efficiency

< Specify the information that is required from the constructed asset to be able to assess operational efficiencies.>

Table 2.3: Operation information requirements

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Operation activity** | **Policy or external influencer** | **Information requirements** | **Information container** | **Exceptions** | **Acceptance criteria** |
| <Insert operation activity> | <Insert policy or external influencer> | <Insert information requirements> | <Insert information container> | <Insert exceptions> | <Insert acceptance criteria> |
|  |  |  |  |  |  |

# Information standards, information production methods and procedures

<Outline the purpose of the information standards, information production methods and procedures for the project.>

## Information standards

<Define the information standards that are to be adhered to on this project.>

### Information management standards

<Define both the internal and external standards that all project information production and management should adhere to. These should be reflected within the main body of the document.>

### Asset identification

<Provide references to standards that define asset identification conventions that are to be adhered to on this project.>

Table 3.1: Asset identification convention

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Field 1** | **Field 2** | **Field 3** | **Field 4** | **Field 5** | |
| Asset code | Floor | Instance number | NRM1 code | Title | |
| XXXX | XX | XXXXX | XX\_XX\_XX | XXXXXX | |
| *Example: 1234-01-00002- EF\_70\_80-Light* | | | | |

### Asset information model (AIM) deliverables

<Describe the asset information model (AIM) deliverables. This should include requirements for interoperability with existing asset operation systems.>

### Information classifications

<If any information classifications have been identified on the project, provide a reference to any classification standards that security metadata should adhere to.>

## Information production methods and procedures

### Soft landings

<Define an overview of the expectations for post-occupation evaluation and monitoring.>

