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| Project Information Requirements (PIR) |
| Template |
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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 organisational information requirements (OIR). They document the information that is required to inform key decision-making at specified points during a project’s life cycle. Then, the relevant requirements are integrated into the applicable appointment documentation, via the exchange information requirements (EIR).

# Project scope

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

## Project purpose

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

## Project objectives

<Outline the project goals and objectives, which should focus on how the project can contribute to achieving the organisational information requirements (OIR) strategic objectives.>

## Project details

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

## 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 the 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> |
|  |  |  |  |  |  |  |

# Plan of works

<This section identifies 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.>

## 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> |
|  |  |  |  |
|  |  |  |  |  |

# Information requirements

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

## Project information requirements

<Outline the project information requirements, which should be derived by the organisation’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> | * <Insert policy or external influence> | * <Insert information requirement> | * <Insert information container> | <Insert acceptance criteria> |
|  |  |  |  |  |  |
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