

BUILDING INFORMATION MODELLING (BIM) POLICY

Zutari provides engineering, management, specialist technical and advisory services for government and private sector clients globally. Our passion for digital underpins how we work with our clients. We are committed to the promotion and implementation of BIM as an integrated, collaborative process where all project stakeholders make use of shared digital information which represents a built asset to form a reliable basis for decisions.

In Zutari we understand Building Information Modelling (BIM) is both a technology and a process. It involves the use of digital tools and technologies to create a collaborative and data-rich representation of a building or infrastructure project. However, it is also a process that encompasses the collaborative creation, management, and exchange of information throughout the entire lifecycle of a project, from initial design through construction and operation. BIM goes beyond just software applications and involves a change in the traditional workflows and methodologies in the architecture, engineering, and construction industry.

Zutari is committed to developing our BIM capability and capacity and working in accordance with good industry practices. To achieve this aim, it is Zutari's policy to enhance our existing ISO 9001 aligned quality management system *The Way We Work* to deliver BIM projects in line with the requirements of ISO 19650, Parts 1, 2 and 5, in the capacity as Lead Appointed Party or Appointed Party. We will apply our BIM management system whenever ISO 19650 compliance is a legal/ regulatory requirement or forms part of our agreement with our clients. In other cases, we will apply the principles of the BIM management system as appropriate.

As appropriate to each individual BIM appointment, the key pillars of our BIM management system are:



When so required, to assist our clients as the Appointing Party to establish clear exchange information requirements, assemble reference information and shared resources, establish tender response requirements and evaluation criteria, compile invitations to tender and set up the Common Data Environment (CDE).



To ensure that BIM projects are set up for success by developing and maintaining documentation including pre-contract BIM Execution Plans, Capability and Capacity Assessments, Mobilisation Plans, and BIM specific Risk Registers, and where applicable assessing any Appointed Parties forming part of the delivery team.



To proactively manage BIM projects throughout their execution by developing and maintaining documentation including post-contract BIM Execution Plans, detailed responsibility matrixes, task information delivery plans (TIDPs), and where appropriate master information delivery plans (MIDPs) and diligently executing projects in line with planned arrangements.



To ensure that information, information containers and the overall information model are checked, reviewed, and approved for sharing and publishing in a systematic manner, whilst maintaining sound IS security practices.



To ensure that BIM projects are appropriately closed out including as applicable the archiving and the dissemination of lessons learnt for the benefit of future projects.

We recognize that Zutari's digital vision requires a clear commitment by management to the application and continual improvement of the BIM management system and investment in relevant BIM technologies. We empower and train our staff to meet our digital aspiration through a variety of internal and external training and upskilling options.