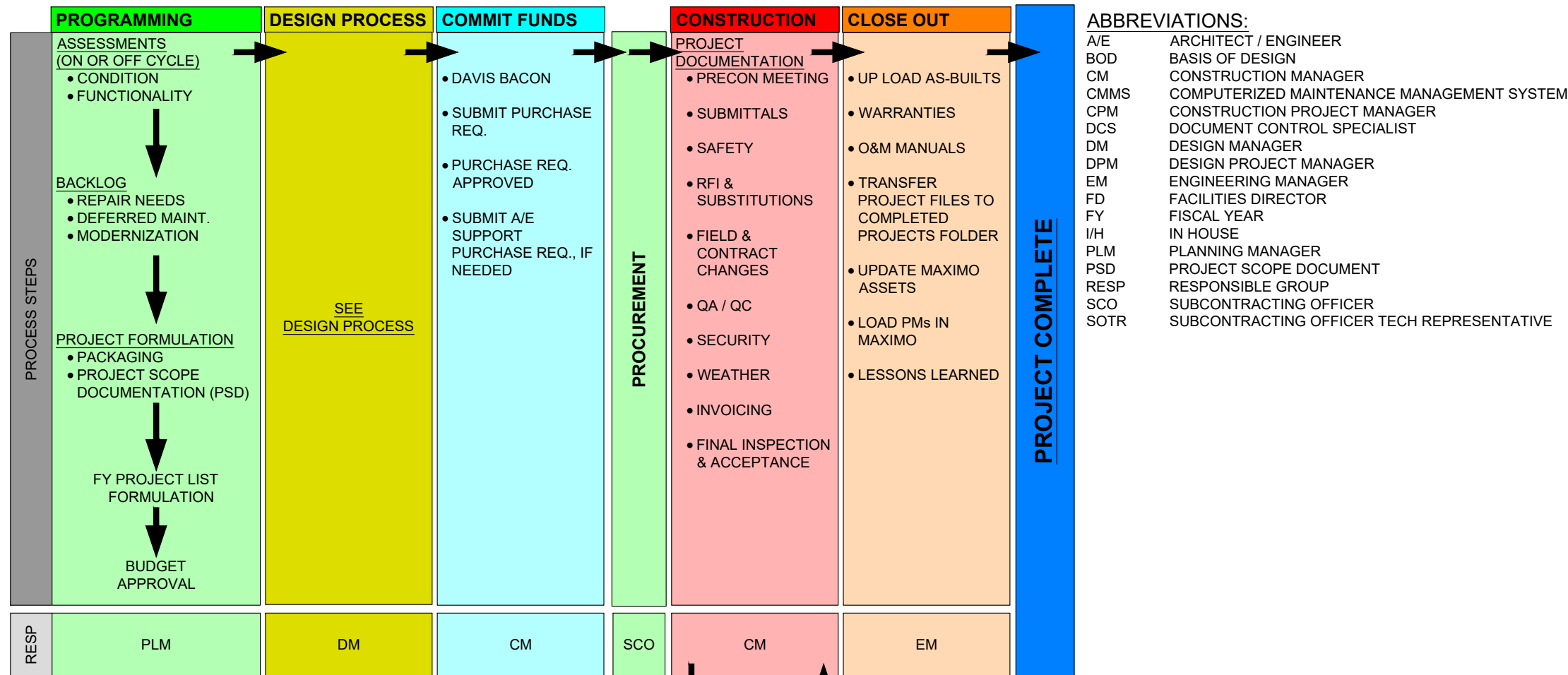


PROJECT MANAGEMENT PROCESS - CONSTRUCTION

(PROJECTS > \$50K)



- ABBREVIATIONS:
- A/E ARCHITECT / ENGINEER
 - BOD BASIS OF DESIGN
 - CM CONSTRUCTION MANAGER
 - CMMS COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM
 - CPM CONSTRUCTION PROJECT MANAGER
 - DCS DOCUMENT CONTROL SPECIALIST
 - DM DESIGN MANAGER
 - DPM DESIGN PROJECT MANAGER
 - EM ENGINEERING MANAGER
 - FD FACILITIES DIRECTOR
 - FY FISCAL YEAR
 - I/H IN HOUSE
 - PLM PLANNING MANAGER
 - PSD PROJECT SCOPE DOCUMENT
 - RESP RESPONSIBLE GROUP
 - SCO SUBCONTRACTING OFFICER
 - SOTR SUBCONTRACTING OFFICER TECH REPRESENTATIVE

TO CLOSE OUT

CONSTRUCTION

1. TO DOCUMENT PROJECT ACTIVITY FOR JLAB AND SUBCONTRACTOR ACTIVITY DURING CONSTRUCTION, STAFF SHALL USE FORMS LOCATED ON THE FM&L NETWORK FILE PATH M:\FACILITIES\MASTER DOCUMENTS\MANUALS\CONSTRUCTION MANUAL\CONSTRUCTION MANUAL FORMS.
2. FOR FORM USE FOLLOW PROCEDURES LOCATED ON FM&L NETWORK FILE PATH M:\FACILITIES\MASTER DOCUMENTS\MANUALS\CONSTRUCTION MANUAL\CONSTRUCTION MANUAL PROCEDURES.
3. FORMS AND/OR DOCUMENTS FOR THE PROJECT SHALL BE STORED ON FM&L PROJECT FOLDERS WITH STANDARD FILE STRUCTURE PER PROJECT DOCUMENTATION SOP LOCATED AT FM&L FILE PATH M:\FACILITIES\MASTER DOCUMENTS\MANUALS\CONSTRUCTION MANUAL\CONSTRUCTION MANUAL PROCEDURES\PROJECT DOCUMENTATION.