Managing the Lifecycle of a FIWP

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Managing the Lifecycle of a FIWP - Agenda

- Introductions
- Background
- What is an FIWP
- Overview
- Presentation of Work Process
- Question and Answer
Introductions

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What is an FIWP

A Field Installation Work Package (FIWP) is a grouping of tasks targeted at one shift in duration (500 - 1000hrs). These FIWPs will contain all of the necessary documents and descriptions required to carry out the tasks required.”

- COAA

Typical Contents of one FIWP
Background

• Work Process was developed in the field
• Projects from all over the world were interviewed
• Built from Lessons learned
• Work Process is scalable for project size
• Flow Charts and a full narrative can be downloaded from the COAA web site
• Developed as a joint effort between COAA and CII
Overview

1. Electronic Package Creation
   - Create Electronic FIWPs
   - Create FIWP release schedule
   - Monitor Constraints
     - Notify required support trades

2. Document Control Interface
   - Send sequence and content of FIWP to Document Control
   - Hard copy FIWP created

3. Issuance to the Field
   - Issue FIWP to field once constraints are satisfied
   - Field executes the work

4. Control of the FIWP in the Field
   - Report FIWPs that are complete
   - Remove items not completed
   - Leave in field until completion
   - Yes Complete
   - No
     - Monitor completion status in the field

5. FIWP Close Out
   - Report Progress
   - Close out
#1 FIWP Creation

Regular Superintendent meeting to identify task groupings

See #3 Issuance to Field(A) / #4 Control of FIWP in the Field(A)

Remove and Repackage

Leave task in package or remove

*Identify FIWP content, limits and boundaries

Create FIWP identifiers and add to FIWP log

Assemble FIWPs in electronic format

Create FIWP schedule based on level 3

Send updated log to Doc Control

See #2 FIWP Doc Control (B)

Advanced notification to support trades based on FIWP release plan

Monitor all constraints based on FIWP look ahead schedule

Leave in

Safety and Permitting
Quality Control
IFC Drawings
Schedule
Materials
Pre-Fabrication
Work access and Laydown
Craft Availability
Construction Equipment and Tools
Scaffolding

Constraints to monitor

NO

*Note - Start as soon as data is available. Earlier the better.

Have constraints been met by schedule?

YES

See #2 FIWP Doc Control (A)
#2 Document Control

See #1 Electronic FIWP creation (A)

Applicable Superintendent vets the FIWP Content and Plan

Obtain remaining signatures

FIWP Hard Copy is Created Planning Department

Electronic Document list is sent to Document Control

See #1 Electronic FIWP creation (B)

Document Control Loads FIWP content into system using place holders created from Log

Doc Control Loads FIWP and transmits any revision notices to the Planning department

Doc Control Verifies document revision and signatures

Hard Copy FIWP is turned over to Document Control

Doc Control Creates two hard copies filing one as master

Doc Control transmits two hard copies to Planning department for issuing

See #3 FIWP Issuance to the field (A)
#3 Issuance to the Field

See #2 Document Control Interface (A)

See #4 Control of FIWP in the field (A)

Planner Receives FIWP from Doc Control

Planner files both copies of FIWP until constraints are satisfied

Safety and permitting

Quality Control

IFC Drawings

Schedule

Materials

Pre-Fabrication

Work Access and Laydown

Craft Availability

Construction Equipment and tools

Scaffolding

Final Verification of Constraints

Have all constraints been satisfied?

YES

Release FIWP to applicable superintendent

Send confirmation of start to support craft

Field executes the work in FIWP

Regularly report progress on predetermined interval

NO

Is it feasible to hold packages as is?

YES

Monitor Constraints

NO

See #1 Electronic FIWP Creation (A)

See #4 Control of FIWP in the Field (A)

At crew meeting, superintendent walks through IWPs
#4 Control of FIWP in the Field

- Planning department records progress from field
  - Is the FIWP 100% complete within the scheduled time frame?
    - NO
      - Monitor the status until complete
        - Is it feasible for FIWP to remain in the field?
          - NO
            - Is the FIWP to be held or unfinished items to be repackaged?
              - NO
                - Hold
                  - Return FIWP to Planning department
                    - Monitor FIWP until Hold is removed
                      - See #3 FIWP Issuance to Field (A)
              - YES
                - Repack
                  - Remove unfinished tasks for repackaging
                    - Removed Items
                      - See #1 Electronic FIWP creation (A)
        - YES
          - Repack
            - Completed Items
              - See #5 FIWP Close Out (A)
      - YES
        - Return FIWP to Planning department
          - Planning department files complete FIWPs
            - Confirm progress report
              - See #5 FIWP Close Out (A)
  - YES
    - Monitor the status until complete
      - Is it feasible for FIWP to remain in the field?
        - NO
          - Is the FIWP to be held or unfinished items to be repackaged?
            - NO
              - Hold
                - Return FIWP to Planning department
                  - Monitor FIWP until Hold is removed
                    - See #3 FIWP Issuance to Field (A)
            - YES
              - Repack
                - Remove unfinished tasks for repackaging
                  - Removed Items
                    - See #1 Electronic FIWP creation (A)
        - YES
          - Repack
            - Completed Items
              - See #5 FIWP Close Out (A)
    - See #3 FIWP Issuance to the field (A)
#5 Control of FIWP in the Field

See #4 Control in the field (A)

Confirm quantities

Input FIWP progress in Project controls

Does FIWP contain Redlines or notes?

NO

Notify Document control of completion and no change to master

Document control updates and archives completed Master FIWP

YES

Transmit all notes and copies of redlines to Doc control for update of master

Send Redlines to Field Engineer for inclusion in master set

Field Engineer performs required updates

Document control updates Master set
Question and Answer