**DIGITAL PROJECT HANOVER & OPERATIONS - IFS DIGITAL PROJECT MANUAL PRO™**

IFS Digital Project Manual PRO™ is a cloud-based application for Construction Project Handover and Asset Information and includes core functionality for the on-going management, review and updating of building information by end-users.

All project handover information (Operation & Maintenance Manuals, Health & Safety Files, Commissioning data, Planning / Sustainability / BREEAM / Compliance / Tenancy information) for each project, be it retrospective (existing building) or new construction project, is set-up, coordinated and delivered to client in a secure application for Project Handover. This process provides instant and secure access to quality approved property, operational and maintenance information from PC, laptop, tablet or mobile device.

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**Digital Handover Coordination**
- Implement a progressive Asset Information Requirements specification
- Standard templates for handover submittals
- Dynamic workflows with design team and client approvals
- Online access to handover information and progress reporting to completion
- Target 90%+ approvals at Handover & Close-out stage
- Audit trail of approvals for the FM and Operations

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**O&M to FM**
- Instant access to quality approved Asset Information
- On-board Occupational Health & Safety management forms & workflows
- Set-up and manage Planned Preventative Maintenance programmes
- Implement Change Control Procedures
- Export O&M’s data to ERP or CMMS
- Full end user audit trail and activity logs

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**BIM 4 Lifecycle**
- BIM 4 Lifecycle Viewer to provide functional Asset Information Model (AIM)
- Review level of definition i.e. Level 2/3
- Assist with Model validations for As-built record and Handover for Operational Lifecycle
- Coordinate and Handover approved As-built model files for future use
- Dynamically Links to O&Ms