

## SCOPE

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This document sets out the BIM Policy of Rolton Group Limited (Rolton).

It covers activities undertaken by the Group throughout all office locations and operations nationally. We will review this policy for continued suitability as a minimum annually and ensure any changes in procedure are adopted by all staff.

## POLICY STATEMENT

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We are committed to the implementation of BIM and fully support its collaborative working to achieve effective and efficiently designed, constructed and managed projects.

We will work with clients and the wider project team to achieve the benefits of an integrated BIM system.

We will comply with industry best practice and client specific policies and standards.

## PURPOSE

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All UK government departments and agencies have been required to phase-in adoption of fully compatible 3D BIM on all projects since 2016 (Government Construction Strategy, May 2011).

Even though not every project we work on requires BIM Level 2 we endeavor to uphold an equivalent working process where appropriate, to take advantage of the inherent benefits to collaboration and co-ordination.

BIM is relevant to many parts of our business and a number of disciplines including our Civil, Structural, Mechanical and Electrical service lines.

## RESPONSIBILITIES

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Our Executive Board of Directors is responsible for reviewing and approving the direction and implementation of this policy.

Operating Company Directors are responsible for taking measures to help their colleagues act in compliance with this policy and remain at the forefront of developments in BIM usage.

Our BIM Champion(s) are responsible for revising and implementing this policy and our wider BIM strategy.

The Senior Management Team (SMT) are required to check that their employees are aware of this policy.

All colleagues are required to comply with the policy requirements and share responsibility for our performance in implementing it.

## IMPLEMENTATION

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Our offices will follow the practices documented in our Computer Aided Design (CAD) Manual and Document Naming Manual when working on BIM projects and will use a file structure that is compliant with the Construction Industry Council work stages.

Any relevant documents that we produce, such as BIM Execution Plans (BEP), can be made available to clients prior to any works to ensure that our processes are compatible and appropriate.

Project information such as drawings and schedules will be issued in accordance with the project-specific requirements of the Common Data Environment (CDE).

We will provide appropriate software and training to enable our colleagues to work efficiently and effectively in a BIM environment.

We will comply with the requirements of each guidance document required to achieve BIM Maturity Level 2 (BS EN ISO 19650, BS EN ISO19650-1&2:2018 & PD 19650-0 KIT, etc.) as required for each project.



Craig Smith | Managing Director (MD)

Date: 29<sup>th</sup> July 2024