

WorkFace Planning Infrastructure

Based on the cultures of the organizations involved, legal considerations, and other issues, your organization needs to determine:

Required Positions

After determining the FIWP requirements construction management need to:

Determine what positions will be required to satisfy the following roles and responsibilities:

- FWIP Preparation
- FIWP Integration
- Resource Coordination
- FIWP Administration

One approach would be:

- The workforce planner could satisfy the roles of FIWP preparation and administration.
- Resource coordination could be the responsibility of individuals in materials management, equipment management, or construction support services
- FIWP Integration is the responsibility of the construction superintendent

Job Descriptions

What should the job descriptions look like?

- What experience should they have?
- What should they do?
- What level should their position be?

While each organization will have their own format for job descriptions a sample planner job description is provided in the implementation guide

Staffing

After determining the positions and job descriptions construction management need to determine:

- How many of each position type are required?
- When they need to be hired?
- How they will be recruited and selected?
- How they will be trained and developed?

Reporting Relationships

Based on the contractual arrangements, construction management needs to determine:

- Who employs the individuals?
- What level are the positions?
- Who reports to whom?
- How are dual supervisory relationships addressed? (e.g. dedicated planner hired by subcontractor but managed by other parties)

Implementation Plan

The construction management team need to determine:

- When will the first FIWP need to be prepared?
- How will all the affected parties be advised of their roles and responsibilities in WorkFace Planning? (e.g. Field supervision, project controls, quality assurance, planners, resource coordinators, engineering, contractors, and owners)