

Stage 03  
**Definition:**  
Checklist

<input type="checkbox"/>	Review Supply Chain response to BEP
<input type="checkbox"/>	Implement BIM Protocol where appropriate
<input type="checkbox"/>	PIM: Review data Exchanges and validation against PLQs
<input type="checkbox"/>	Ensure that the MIDP has been produced by the PDM and a project induction meeting has been undertaken
<input type="checkbox"/>	Ensure that Project Delivery team roles and responsibilities have been embedded into contracts and appointments
<input type="checkbox"/>	Ensure information management roles are defined and confirmed
<input type="checkbox"/>	Check or appoint a representative to check information received complies with the EIR and authorise information to pass through the shared area of the project common data environment to the published documentation area
<input type="checkbox"/>	Ensure that processes are in place for sign-off information and request publication.
<input type="checkbox"/>	Review security strategy regularly, and in response to incidents and breaches significant internal or external changes
<input type="checkbox"/>	Undertake regular model review meetings