

Project management assistance



***your partner
in risk management***



FPI 08 (C) 05-08

As an investor or property developer, and occasional or regular project manager, you want to concentrate on what you do best by outsourcing part of your project.

Throughout your operations, Socotec is here to bring you all the skills, tools and methods you need to optimize your project.

► **Before signing any works contracts, in particular the schedule, design specification, offers and variations, Socotec can provide the following services:**

- ▷ Assist in the selection of the site (soil, environment),
- ▷ Evaluate the risks related to the build and its use (specifications, user requirements, context),
- ▷ Establish compliance with internal and statutory frameworks (usage, durability, security, safety, operation, health protection),
- ▷ Obtain the necessary authorizations and permits,
- ▷ Identify the main sensitive areas of the project and consider possible solutions (cost, quality, timeframe),
- ▷ Validate the overall design of the project (fabric, installations, etc.),
- ▷ Validate the tender dossier (consistency, clarity, level of detail appropriate to complexity),
- ▷ Provide assistance in selecting suppliers and contractors,
- ▷ Set up a project supervision system.



► **To help you with the completion and acceptance of works (implementation assessments, materials and equipment, completion conditions, acceptance), Socotec can:**

- ▷ Check that the preventative measures for dealing with sensitive issues and risks identified are in place (cost, quality, timeframe),
- ▷ Establish compliance with the validated design specifications, internal and statutory requirements and approved implementation documents,
- ▷ Assist in the selection of materials and equipment,
- ▷ Keep abreast of the situation and conditions under which works are being carried out (progress, situation, difficulties encountered, quality),
- ▷ Ensure that all non-conformities/defects/faults are corrected,
- ▷ Check that all the conditions have been met for project acceptance (final tests, defect clearance reports, “as built” records, maintenance handbooks),
- ▷ Evaluate the accuracy of claims submitted by suppliers and contractors.

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