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COURSE BROCHURE

BIM Information Management to ISO 19650 Training Course

28 March – 1 April 2027
Manama

jupiterprime.uk
info@jupiterprime.uk
Registered in the United Kingdom and Saudi Arabia

BIM Information Management to ISO 19650 Training Course

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BIM Information Management to ISO 19650 is a 1-week training course for information managers, document controllers and BIM leads, and it ends with a written information management procedure for the participant's organisation. Project files now move between dozens of firms each week, and one mislabelled container can send superseded data to site. Jupiter Prime Training treats BIM Information Management to ISO 19650 as an operating discipline that a document controller can run every day.

Why BIM Information Management to ISO 19650 Matters Now

Three groups drive this discipline today: asset owners who expect project data to survive into decades of operation, delivery teams spread across offices that must find the current revision instantly, and security officers concerned about sensitive layouts of utilities, hospitals and transport hubs. Organisations with a written procedure trace every container from work in progress to archive; those without one rely on email attachments and memory. The course follows ISO 19650, the international series for organising and digitising information about buildings and civil engineering works, including its information management process and its security-minded approach.

Who Gains Most from BIM Information Management to ISO 19650

- Information leads who set up and police the common data environment
- Document controllers who register, check and issue information containers
- Model leads who submit containers for sharing and publication
- Client-side reviewers who accept or reject delivered information
- Security and records staff who classify and retain sensitive project information

An organisation that acts as both client and supplier on different schemes gains most when its information, document control and security staff attend together.

BIM Information Management to ISO 19650 Capabilities

Participants turn the standard's process into named steps, owners and checks their organisation can audit.

- Apply the information management process across appointment stages — appointing and appointed parties
- Specify container naming fields, metadata, status and revision codes — document control
- Design common data environment state transitions with approval gates — information leads
- Assess information for sensitivity and set handling and access rules — security officers
- Test procedures through sampling audits and non-conformance records — quality managers

- Build an organisational information management procedure with roles and records — senior management

Key BIM Information Management to ISO 19650 Terms

- Information Container — a named, persistent set of information, such as a file or model, retrievable from a storage hierarchy.
- Common Data Environment CDE — the agreed source of information where containers move through defined states with recorded approvals.
- Work in Progress, Shared, Published, Archived — the four CDE states that show whether a container is draft, coordinated, authorised or historical.
- Status Code — a metadata value stating what a container may be used for, such as coordination or construction.
- Information Protocol — the contractual rules governing how information is produced, shared, used and protected on an appointment.
- Security Triage — a structured test deciding whether project information needs extra protection and what handling rules apply.

BIM Information Management to ISO 19650 Day by Day

Day 1: The Information Management Process

- ISO 19650 Structure and Parts — Locating Duties for Projects and Operations
- Appointment Stages From Assessment to Close-Out — Sequencing Information Activities
- Appointing and Appointed Party Duties — Assigning Responsibility Without Gaps
- Organisational Information Requirements — Linking Procedures to Business Needs
- Current-State Diagnosis — Comparing Existing Practice With the Process

Day 2: Containers, Naming and Metadata

- Container Breakdown Structure — Splitting Information Into Manageable Units
- Naming Fields and Codes — Making Every Container Unique and Searchable
- Status and Revision Metadata — Signalling Fitness for Use
- Classification of Containers — Supporting Retrieval Across Projects
- Metadata Validation Rules — Rejecting Non-Conforming Uploads at Source

Day 3: Common Data Environment Workflows

- Work in Progress, Shared, Published and Archived States — Controlling Information Maturity
- Check, Review and Approve Gates — Recording Who Authorised Each Transition
- Access Permissions by Role — Separating Authoring, Review and Read-Only Users
- Transmittals and Audit Trails — Proving What Was Issued and When
- CDE Mobilisation Testing — Confirming Workflows Before Production Starts

Day 4: Security, Audit and Assurance

- Security Triage Process — Deciding When Information Needs Protection
- Security Management Plan Content — Setting Handling, Sharing and Disposal Rules
- Information Protocol Clauses — Embedding Duties in Appointments
- Sampling Audits of Containers — Measuring Conformance to Procedures
- Non-Conformance and Corrective Action Records — Closing Gaps Systematically

Day 5: Practising the Information Management Procedure

- Procedure Scope and Roles — Applying Appointment Duties to Your Organisation
- Naming and Metadata Section — Applying Container Rules to Real Files
- CDE Workflow Section — Applying State Transitions and Gates
- Security and Audit Section — Applying Triage and Sampling Methods
- Information Management Procedure — Completing the Organisational Document

Applying BIM Information Management to ISO 19650 After the Course

- Run a sampling audit of twenty containers on a live project, recording naming, status and approval errors as non-conformances
- Hold a security triage session for one sensitive asset and agree handling rules

BIM Information Management to ISO 19650 Questions FAQ

What is BIM Information Management to ISO 19650 and why does it matter now?

BIM Information Management to ISO 19650 is the controlled production, sharing and protection of project information following the international series. It matters now because files move between many firms, and uncontrolled containers spread errors.

Which roles gain most from BIM Information Management to ISO 19650 training?

Information leads, document controllers, model leads, client reviewers and security staff gain most. They run or rely on the common data environment on rail, water, healthcare and commercial projects.

How does BIM Information Management to ISO 19650 differ from a BIM execution planning course?

It concentrates on the daily operating procedure, containers, CDE states, security and audit, rather than writing tender requirements and execution plans for a single appointment.

What do you bring back from BIM Information Management to ISO 19650?

You bring back a draft information management procedure for your organisation, with roles, naming and metadata rules, CDE workflows, security steps and an audit routine.

BIM Information Management to ISO 19650: The Way Forward

The information management procedure first informs how the next project configures its common data environment and naming rules. Information leads own it, document controllers apply it daily and auditors test against it. After the first audit cycle, revisit which steps people skip under deadline pressure and simplify them rather than adding more checks.