

GENERAL CONSTRUCTION DIVISION OF RESPONSIBILITY

Function	Owner	Contractor	Subcontractor	Others
Program Management				
Program Vision and Expectations				
Scope and Statement of Work				
Site Acquisition, Characteristics and Access				
Commitment Authorization and Funding				
Project Development Permits				
Construction Permits				
Community Relations				
Applicable Codes and Standards				
Construction Execution Plan (Project)				
Construction Execution Plan (Works Contract)				
Construction Procedures				
Constructability				
Delineation of Witness and Hold Points				
Insurance Requirements				
Project Milestones and Completion Dates				
Risk Assessment and Management				
Staff Retention Policy				

Health, Safety and Environmental				
Stakeholder Compliance Matrix				
HS&E Program Management (Prime Contractor)				
Onsite Medical Services				
Green Field Emergency Response Plan				
HS&E Program Compliance				
Site Specific Orientation and Training				
Event Management, Reporting and Investigation				
Hazard Identification, Planning and Controls				
Inspections				
Pre-Access Screening				
Employee/Team Recognition or Discipline & Program Compliance				

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Function	Owner	Contractor	Subcontractor	Others
Sub-contract compliance				
Security				
Documentation and Record Keeping				
JHA'S				

Planning and Scheduling

Milestone Schedule (L1)				
Master Integrated Schedule (L2)				
Project Baseline Schedule (L3)				
90 Day Look Ahead Schedule (L4)				
Weekly Workface Schedule (L5)				
Progress Evaluation and Forecasting				
Commissioning and Startup Commitments				
Staffing Curves - Nonmanual				
Staffing Curves - Craft				

Cost and Budget Control

Control Estimate and Budget (Project)				
Control Budget (Works Contract)				
Work Breakdown Structure				
Trend Evaluation and Control				
Estimating and Forecasts				
Rework Reporting				
Rework Accounting and Classification (Project)				
Change Management Process				

Reporting

Weekly Quantity Reporting by IWP/CWP				
Weekly Progress and Performance Reporting				
Weekly Construction Report				
Critical Items Report				
Monthly Cost and Commitment Report				

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Function	Owner	Contractor	Subcontractor	Others
Monthly Progress Report				

Labour Relations

Project Labour Agreement				
Project Work Rules				
Critical Craft List				
Craft Resourcing (Works Contracts)				
Project Resourcing (Backfill) Strategy				
Works Contract(s) Labour Relations				
Recognition and Discipline				
Dispute Resolution				

Workface Management

Scope Definition				
Construction Work Packages				
Installation Work Packages				
Workface Planning				
Craft Leadership				
Material/Equipment Interface (Req'mts by IWP)				
Indirects Interface (Req'mts by IWP)				
Quantity Input (Weekly) by IWP/CWP				
Quantity Roll-up and Evaluation (Project)				
Coordination w/other Works Contractors				

Material Management

Material Management Strategy and Process				
Field Procurement and Expediting				
Invoice Attesting				
Traffic and Logistics				
Receiving, Warehousing and Issuing				
OS&D Recording and Disposition				
90 Day Look Ahead Material Requirements				

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Function	Owner	Contractor	Subcontractor	Others
Material Withdrawal Request(s), Receiving, Laydown				
Offsite Material Marshalling and Control				
Coordination with Works Contractors				
Transportation from Contractor Layout				
Surplus Plan				

Contract Management

Subcontractor Prequalification				
Subcontractor Bid, Evaluate, Award				
Subcontractor Management				
Dispute Resolution				
Invoice Attesting				

Field Engineering

Site Survey (Monument Control)				
Field Document Control				
Startup Program Integration				
Field Change Management				
Technical Training and Qualifications				
Audit of Works Contractors Rigging Plans				
Audit of Measurement and Test Equipment				
CWP Preparation, Maintenance and Control				
Construction Quality Control				
Interface with Design Authorities				
Turnover Procedure				
Turnover Packages				
Installation Work Packages				
Underground Permits				

Quality

Integrated Quality Plan and ITR's				
Audit, Inspection and Surveillance				

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Function	Owner	Contractor	Subcontractor	Others
Welding Program and Special Processes				
Nondestructive Examination				
Independent NDE Surveillance				
Reporting of Nonconformances				
Coordination with Regulatory Personnel/Agencies				
Metrics and Performance Indicators				
Generation and Maintenance of Quality records				
ITP'S				
Special Welding Procedures				
Turnover Support				

Indirects

Construction Facilities				
Existing warehouse facility				
Construction Services				
Cranes >80t and Heavy Haul/Lift				
Cranes <80t and General Construction Equipment				
Construction Tools and Consumables				
Scaffold Material				
Scaffold Erection, Modification and Removal				
On Site Logistics				
Workforce Transportation (Busing)				
Concrete Supply				
Utilities, Water, Sewerage				
Production Surveying				
Infrastructure Maintenance				
Site Security				

Workforce Development

Apprentice and Supervisor Mentoring				
Leadership Training				
Skill Upgrades				

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Function	Owner	Contractor	Subcontractor	Others
Co-Op Program (w/local universities)				
Alternate Delivery (w/tech college)				

Controller

Cash and Bank Management				
Field Receivables and Accounts Payable				
Invoicing and Cost Reconciliation				
Grants of Authority				
Commitment Authorization Process				
Project Completion and Account Closeout				
Payroll / Brassing				

Precommissioning

Mechanical Completion Checklist				
Startup System Definition				
Classification of Exception Items				
Precommissioning Test Plan				
Process for Transfer of Care, Custody and Control				
Coordination w/Operations				
Operations Support during Startup (as requested)				
Final System Transfer and Mechanical Completion				
Final Unit Cleanup and Demobilization				