Region I
North & South America

International Cost Engineering Council (ICEC)
International Standards Working Group
Inventory of Best Practices/Standards

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The following are the contents of AACE International's **Recommended Practices and Standard** (RPS). All RPS material has undergone a formal review process. In the numbering system, an "S" represents a "standard" – this means the document has undergone review by a recognized standards setting organization. An "R" means that the material represents a consensus of AACE members, but may not represent a consensus of external parties. The RPS is available on CD from AACE.

Best Practice/Standard Title	Number	Release Date	Revision #	Description
Standard Cost Engineering Terminology	10S-90	November 1990	November 1991	This RPS is AACE International's standard dictionary of terminology. It is a revision and expansion upon American National Standards Institute (ANSI) Standard No. Z94.2. AACE is currently revising 10S-90.
Required Skills and Knowledge of a Cost Engineer	11R-88	October 1988	January 1999 Revision in process	As described in the document's Introduction, this RPS provides performance statements that represent "the level of proficiency in subjects "whose usage was occasional to frequent and which were evaluated by the (AACE International) members as being desirable for professional cost engineers to know." The product's primary stated purpose is to be a "target for education program emphasis."
Model Master's Degree Program with Emphasis in Cost Engineering	12R-89	June 1989	No revision	As described in the document's Introduction, the purpose of this RPS is to "support post-graduate education in cost engineering" by providing guidance to faculty in developing a program, serving as a basis for qualifying programs, and serving as a basis for course selection or self-study.
Standard Method for Determining Building Area	13S-90	June 1990	No revision	This RPS provides a standard method for determining "building area" which is described as being the sum of four "functional areas" (i.e., functional areas, common public areas, mechanical electrical areas, and circulation areas).
Roles and Duties of a Planning and Scheduling Engineer	14R-90	September 1990	No revision	This RPS provides guidance or a reference benchmark for those establishing roles and responsibility documents in their enterprises.
Profitability Methods	15R-81	November	No revision	The RPS represents the results of a survey of profitability calculation methods used by representative firms (27) from

		1981		Fortune magazine's top 500 corporations. The document defines the five most common methods used and provides sample calculations of each. The document recommends use of two of the methods.
Conducting Technical and Economic Evaluations in the Process and Utility Industries	16R-90	September 1990	Revised April 1991	This extensive RPS "establishes a consistent procedure for conducting budget-type technical and economic evaluations for use by the process industries such that ease of comparability and verification are of paramount importance."
Cost Estimate Classification System	17R-97	August 1997	No Revision	The RPS "provides (generic) guidelines for applying the general principles of estimate classification to asset project cost estimates." Uses degree of project definition as the primary classification characteristic.
Cost Estimate Classification System-As Applied in Engineering, Procurement, and Construction for the Process Industries	18R-97	June 1998	No Revision	The RPS "is an extension of 17R-97 (i.e., provides "generic" estimate classification guidelines) that provides "industry specific" guidelines for estimate classification
Estimate Preparation Costs in the Process Industries	19R-97	June 1998	No Revision	The RPS provides "benchmark information on the cost to prepare project cost estimates (for engineering, procurement, and construction) in the process industries." This support 18R-97 and provides a quantitative cost model.
Project Code of Accounts	20R-98	Review Draft June 2000	In Review	The RPS "establishes basic principles of codes of accounts (COA) for projects in any industry." The document has undergone peer review and is currently being prepared for final full membership review.
Project Code of Accounts- As Applied in Engineering, Procurement, and Construction for the Process Industries	21R-98	Review Draft June 2000	In Review	The RPS "is an extension of 20R-98 (i.e., provides "generic" COA principles) that provides "industry specific" guidelines for codes of accounts in the process industries.
Direct Labor Productivity Measurement-As Applied to Construction and Major Maintenance Projects (tentative title)	22R-01	Initial Draft October 2001	Review being initiated	This RPS will provide guidelines for statistical work sampling – a method for direct labor productivity measurement. The document is just entering the review cycle.

The Total Cost Management (TCM) Framework documents that follow are not recommended practices and standards, but they serve as guiding documents for AACE International Technical Board product development, and they are subjected to similar review and approval process as RPS documents.

The Total Cost Management (TCM) Framework -	Sections 1.0, 2.1,	Membership Review Draft	In Review	These sections define the overall process of total cost management and provide a series of integrated process maps

Introduction	2.2, 2.3, and 2.4	March 2001		and supporting text for “strategic asset management” and “project control”.
The Total Cost Management (TCM) Framework – Estimating and Budgeting	Section 8.3	Peer Review Draft	In Review	This section defines the general process for cost estimating and budgeting and provides a process map and supporting text.

The following documents are not recommended practices and standards, but they are key reference documents produced by AACE International’s Education and Certification Boards.

Skills and Knowledge of Cost Engineering	4th Edition	1987	4th Edition, 1999	This document “forms the basis of a system for teaching the basic skills and knowledge any cost engineer should possess.” This document extends the “performance statements” of RPS 11R-88 into a practical teaching and learning guide.
Certification Study Guide	2nd Edition	1997	2nd Edition, 1999	This document “provides an all encompassing reference text” to prepare for AACE International’s CCC/CCE certification examination. This document extends the “performance statements” of RPS 11R-88 into a practical study guide.

The following third-party standards are endorsed by AACE International

ASTM Standards on Building Economics	E1185, E1369, E917, E964, E1057, E1074, E1121, E833, E1557	1992 and 1993	3rd Edition, 1994	This ASTM standard has been “endorsed” by AACE International. This is a compilation of standards on building economics sponsored by ASTM subcommittee E06.81 on Building Economics. It includes guides for selecting methods and techniques, practices for measuring costs and profitability, terminology for building economics, and a classification structure (UNIFORMAT II).

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The following are US Government documents related to cost engineering/management. Other US Government documents are listed in Region II.

Department of the Army; US Army Cost and Economic Analysis Center	Cost Analysis Manual, May 2002	Provides methodologies and procedures for acquisition cost analysis.
Department of the Army; US Army Cost and Economic Analysis Center	Economic Analysis Manual, February 2001	Provides the framework for acquisition economic analysis.
DoD Cost Analysis Improvement Group	Operating and Support Cost Estimating Guide, May 1992	Defines the cost elements of operation and support activities.
DoD	Cost Analysis Guidance and Procedures, DOD 5000.4M, December 1992	Top level DoD cost analysis requirements.
DoD – Office of the Secretary of Defense	Integrated Product and Process Development Handbook, August 1998	Defines the sequential steps in product acquisition, development and deployment.
Office of Federal Procurement Practice (OFPP)	Guide to Best Practices for Contract Administration, October 1994	Provides lessons learned in contract administration.
DoD	Risk Management Guide for DoD Acquisition, June 2003	Provides guidelines to program/product risk assessment and management.

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Association: Canadian Institute of Quantity Surveyors

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Date: January 10, 2001

Best Practice/Standard Title	Number	Release Date	Revision #	Description
Elemental Cost Analysis, Format, Method of Measurement and Pricing and Measurement of Buildings by Area & Volume	0-896606-30-X	2000	3rd edition	The Elemental Cost Analysis is a comprehensive method of cost analysis for use in cost planning and budget control. (104 pages)
Method of Measurement of Construction Works	0-896606-28-8	2000	7th edition	The Method of Measurement of Construction Works provides a standard guide to the measurement of construction works. To allow for easy cross reference to the project specifications and divisions of this work this edition follows the latest "MasterFormat system" (240 pages)

Region II
Europe & Near East

FRENCH STANDARDS

Theme	*Designation*	Date	Application field
Concepts et vocabulaire *Concepts and terminology*	**X 50-105** : Le Management de projet – Concepts *Project management. Concepts of project and project management*	Aug 1991	All
Management de projet *Project management*	**X 50-400** : Management des systèmes – référentiel – cadre – Lignes directrices pour l'utilisation des méthodologies du management de projet *Guidelines for setting and using in a consistent way the various methodologies of project management.*	Dec 1994	All
	X 50-107 : Management de projet – Certification du personnel en maîtrise de projet *Definition of the required competencies of members of a project team. Basis for the French certification CMP , accredited by ICEC*	Dec 1991	All
	X 50-109 : Management de projet – recommandations pour l'analyse et la modélisation graphique d'actions et son utilisation pour une meilleure communication entre les acteurs d'un projet – Aitiographie *Recommendations for graphic modeling of tasks for a better communication*	Dec 1991	All

Theme	*Designation*	Date	Application field
	X 50-901 : Management de projet et innovation – Aide mémoire à l'usage des acteurs d'un projet d'innovation *Guidelines for industrial companies leading innovative projects*	Aug 1991	All
Gestion de projets sectoriels *Sectorial project management*	**X50-106-1** : Management de projet – Terminologie dans les contrats d'ingénierie industrielle – Partie 1 : Les missions – Vocabulaire *Description of terminology of industrial engineering. Part 1 The missions*	Dec 1993	
	X50-106-2 : Management de projet – Terminologie dans les contrats d'ingénierie industrielle – Partie 2 : Les documents – Vocabulaire *Description of terminology of industrial engineering. Part 1 The documents*	Dec 1993	
	X50-108 : Management de projet – Terminologie dans les contrats d'ingénierie industrielle – Formes de liens contractuels, de rémunération – Evaluation des résultats et sanctions – Vocabulaire *Description of terminology of industrial engineering contracts. Forms of contracts links, types of remuneration, evaluation of results.*	Dec 1993	

Theme	*Designation*	Date	Application field
	X 50-410 : Recommandation générale pour la spécification de management de programme = **RG.Aéro 000 40** *Transcription of the 'General Recommendation RG.Aero 000 40 A' (April 1999)* *General recommendation for program management specification elaborated by the standards office for aeronautics and space (Bureau de Normalisation de l'Aéronautique et le l'Espace). Guideline for specification an negotiation between owner and contractors during a given program.* *An institutional presentation is available (PowerPoint. French)*	Nov 1999	
Outils d'aide à la gestion de projet *Project management assistance tools.*	**X 50-415** : Management des systèmes – Ingénierie intégrée – Concepts généraux et introduction aux méthodes d'application *Presentation of concurrent engineering. General concepts and introduction to methodologies.*	Dec 1994	all

Theme	*Designation*	Date	Application field
	X 50-420 : Management des systèmes – Soutien logistique intégré – Concepts généraux *Presentation of general concepts of integrated logistic support. Terminology* *Integrated logistic support is a method allowing the integration to product conception of the elements required by maintenance and reliability, though looking for economic optimum, since the customer requirements identification.*	Dec 1994	All
	X 50-430 : Management des systèmes - Gestion de la configuration - Concepts généraux et introduction aux méthodes d'application. *The document presents the general concepts of configuration management, its practical methodology and its interest in the frame of the customer – supplier relationship, even off contractual framework, in order to get a good visibility on the product lifecycle at every point of it.* *It ensures a good compatibility with the international standard ISO 9004 – 7, and the former standards issued notably from DOD and BNAE.*	Dec 1994	All

Theme	*Designation*	Date	Application field
	X 50-435 : Management des systèmes – Gestion documentaire – Concepts généraux *The document applies to documentation systems in the scope of project management, and presents the main concepts related with recording and processing of information in order to communicate and use them along the lifecycle. It precices the requirements in terms of identification, storage, merging, shaping and reporting of this information. It exposes the interest of a common methodology in order to provide consistency and validity of this information in every point of its utilization*	Sep 1995	All
	X 50-171 : Système de management de la qualité - Indicateurs et tableaux de bord *The document offers a methodology for the conception, setting and managing of a quality indicator system and control panel, and presents, attached, examples of reports. These tools are to be used to manage a team or an organization to reach targets.*	*Jun* 2000	All
	X 50-190 : Capitalisation d'expérience *The document gives recommendation to set processes of experience feedback in organizations.*	Sep 2000	

British standards

Organization	*Designation*	Date	Application field
 **British Standards Institution** http://www.bsi-global.com	**BS 6079-1 : 2000** : Project Management : Guide to project Management *This guide describes a full range of project management procedures, techniques and tools and the user is advised to select those elements that are appropriate to the project being considered.* *This standard gives guidance on the planning and execution of projects and the application of project management techniques. It has a broad relevance to projects in many industries and the public sector, both at home and abroad. This standard aims primarily to provide guidance for relative newcomers to project management and to act as an* aide mémoire *for more experienced practitioners and those who interact with project management teams.*	Apr 1996	All
	BS 6079-2 : 2000 : Project Management Vocabulary *This standard defines the terms used in project management and network planning. It has a broad relevance to projects in many industries, commerce and the public sector and was prepared in support of the other parts of BS 6079.*	Mar 2000	All

Organization	*Designation*	Date	Application field
	BS 6079-3 : 2000 : Project Management : Guide to the management of business related project risk *This standard gives guidance on the identification and control of business related risks encountered when undertaking projects. It is applicable to a wide spectrum of project organisations operating in the industrial, commercial and public or voluntary sectors. It is written for project sponsors and project managers, either or both of whom are almost always responsible to higher levels of authority for one or more projects of various types and sizes.* *It is intended that its application will be proportional to the circumstances and needs of the particular organisation.* *This standard offers generic guidance only and it is not suitable for certification or contractual purposes.* *It is not intended as a substitute for specific standards that address risk assessment in distinct applications, such as health and safety, or areas of technological risk.*	Jan 2000	*All*
	BS ISO 10006 : 1997 : Quality management. Guidelines to quality in project management	Feb 1998	
	BS EN 13290-1 :1999 : Space project management. General requirements. Policy and principles	? ?	
	BS ISO/IEC 16326 : 1999 : Software engineering. Guide for the application of ISO/IEC 12207 to project management	Apr 2000	
	BS EN 13290-1:1999 : Space project management. General requirements. Policy and principles	? ?	
	HB 10108 : Project management in manufacturing	? ?	
	HB 10112 : Essentials of Project and Systems Engineering Management	? ?	

Organization	*Designation*	Date	Application field
	HB 10113 : Project Risk Management. Processes, Techniques and Insights	? ?	
	HB 10156 : A project-by-project approach to quality	? ?	
	EP 203 : BSI Electronic Book. Project Management	? ?	
	KIT 3 : Project management	? ?	
	98/710403 DC : Space project management. Project breakdown structures (prEN ECSS-M-10A)	? ?	
	98/710404 DC : Space project management. Project organisation (prEN ECSS-M-20A)	? ?	
	98/710405 DC : Space project management. Project phasing and planning (prEN ECSS-M-30A)	? ?	
	98/710406 DC : Space project management. Configuration management (prEN ECSS-M-40A)	? ?	
	98/710407 DC : Space project management. Information/documentation management (prEN ECSS-M-50A)	? ?	
	98/710408 DC : Space project management. Cost and schedule management (prEN ECSS-M-60A)	? ?	
	98/717900 DC : Space project management. Integrated logistic support (ISO/DIS 16091:1998) (prEN ISO 16091)	? ?	

Organization	*Designation*	Date	Application field
	99/403959 DC : BS IEC 60300-3-13. Dependability management. Part 3-13. Application guide. Project risk management	? ?	
	BS 4335: Glossary of terms used in project network techniques	1972	
	BS 4335: Glossary of terms used in project network techniques	1987	
	BS 6046:Part 1: Use of network techniques in project management. Guide to the use of management, planning, review and reporting procedures	1984	
	BS 6046:Part 2: Use of network techniques in project management. Guide to the use of graphical and estimating techniques	1981	
	BS 6046:Part 2 : Use of network techniques in project management. Guide to the use of graphical and project estimating techniques	1992	
	BS 6046:Part 3 : Use of network techniques in project management. Guide to the use of computers	1981	
	BS 6046:Part 3 : Use of network techniques in project management. Guide to the use of computers	1992	
	BS 6046:Part 4: Use of network techniques in project management. Guide to resource analysis and cost control	1981	
	BS 6046:Part 4: Use of network techniques in project management. Guide to resource analysis and cost control	1992	
	EP 203 : BSI Electronic Book-Project management	1997	

German PM Standards

Organization	*Designation*	Date	Application field
DIN **Deutsches Institut für Normung e.V.** http://www.DIN.de	DIN 69900 Teil 1 : Projektwirtschaft – Netzplantechnik – Begriffe *Project work – Network techniques - Concepts* DIN 69900 Teil 2 : Projektwirtschaft – Netzplantechnik – Darstellungstechnik *Project work – Network techniques - Presentation techniques* DIN 69901 : Projektwirtschaft – Projektmanagement – Begriffe *Project work – Project management - Concepts* DIN 69902 : Projektwirtschaft – Einsatzmittel – Begriffe *Project work – Employed means - Concepts* DIN 69903 : Projektwirtschaft – Kosten und Leistung, Finanzmittel – Begriffe *Project work – Costs and performance, finance - Concepts* DIN 69904 : Projektwirtschaft – Projektmanagementsysteme – Elemente und Strukturen *Project work – Project management systems – Elements and structures* DIN 69905 : Projektwirtschaft – Projektabwicklung – Begriffe *Project work – Project developpement - Concepts* DIN EN ISO 10007 : Qualitätsmanagement – Leitfaden für Konfigurationsmanagement *Quality management – Guideline for Configuration management*	1987-08 1987-08 1987-08 1987-08 1987-08 2000-11 1997-05 1996-12	All All All All All All All All

ISO standards

Organization	*Designation*	Date	Application field
International Organization For Standardization http://www.iso.ch	**NF ISO 10006** : Management de la qualité – Lignes directrices pour la qualité en management de projet *This document gives guidelines on concepts, various processes and practice of quality system decisive for the quality of project management.* *It brings a complement to ISO 9004-1 in matter of project management.*	Sep 1998	All
	NF ISO 10007 : Management de la qualité – Lignes directrices pour le management de la configuration **= X50-122-7** *This document gives recommendations for use of configuration management in industry and on its interfaces with other systems and management procedures.*	Apr 1995	*All*
	NF ISO 9127 : Documentation pour l'utilisateur et renseignements sur l'emballage des progiciels *Documentation on software packing and user's documentation*	1998	
	NF ISO 9294 : Gestion de la documentation technique du logiciels *Documentation on software technical documentation management.*	1990	

US standards

Organization	*Designation*	Date	Application field
American National Standard Institute (ANSI) http://web.ansi.org			

International project management organizations standards

Organization	*Designation*	Date	Application field
Project Management Institute http://www.pmi.org	**« A guide to the Project Management Body of Knowledge »** *The PMBOK is elaborated on the basis of best practices in project management. It offers, in the frame of a systemic approach, an accessible synthesis for all the practitioners of project management, involving : the knowledge, the methodologies, the technologies, the tools, and a terminology.* *This standard is elaborated from nine domains of knowledge of project management, which are : project integration, project content, project planning, project costing, project quality, project human resources, project communication, project risks, project supplying.* See : http://www.pmi.org/standards/pmbok.htm	1996 Traduction Française en 1998	All
	« Project & program risk management – A guide to managing project risk & opportunities » *The purpose of this handbook is to provide a simplified understanding of the nature of project risk and opportunity, and a systematic approach to risk reduction.*	1992	All

Organization	*Designation*	Date	Application field
International Project Management Association http://www.ipma.ch	Editorial Committee : G. Caupin, H. Knöpfel, P. Morris, E. Motzel, O. Pannenbäcker **« ICB IPMA COMPETENCE BASELINE »** *To be professional, the discipline of Project Management has to have rigorous standards and guidelines to define the work of the project management personnel. The* ***ICB describes the field of project management qualification and competence as well as the taxonomy for the assessment****. It consists of* ***42 elements for knowledge and experience*** *in project management (28 core elements and 14 additional elements) as well as* ***8 aspects for personal attitudes*** *and* ***10 aspects for the general impression****. It is* ***written in English, German and French*** *and was developed on the basis of the British, Swiss, German and French national competence guidelines. Each national member association is responsible for establishing its own detailed national competence baseline (NCB) with reference to and in conformity with the ICB and the local cultures.* ***The ICB is the basis for the validation of the certification programs on four levels abiding to the rules of IPMA. 25 countries signed the agreement with IPMA to implement such a program.*** **Free down load see:** http://www.ipma.ch	1st edition 1998 Version 2.0 1999	All

Organization	*Designation*	Date	Application field
Deutsche Gesellschaft für Projektmanagement e.V. http://www.gpm-ipma.de	**« PROJEKTMANAGEMENT-FACHMANN »** *Als **Standardwerk** im Projektmanagement bildet das Buch eine anerkannte Grundlage des gesicherten Projektmanagement-Wissens in Deutschland.* *As a **standard book** for project management this publication is a widely accepted basis for solid project-management-knowledge in Germany* *Als **Fachbuch** bietet es einen vertieften Einblick in Funktionen und Fachdisziplinen des Projektmanagements.* *As a **specialized book** it gives a deep view of the functions and specializations of project management.* *Als **Nachschlagewerk und Leitfaden** des modernen Projektmanagements unterstützt es Projektleiter, Teammitglieder und Führungskräfte in der täglichen Praxis.* *As a **reference book** and guideline for modern project management, it is a support for project leaders, team members and executives in their day to day work.* *Als **Mehrautorenwerk** integriert es das Know-how von 41 Experten im Projektmanagement.* *As a **multi-author book** it includes the know-how of 41 experts in the field of project management.* *Als **Bewertungsmaßstab** definiert es das Anforderungsprofil an Kenntnisse und Anwendungserfahrung von Projekt- und Projektmanagementpersonal.* See : http://www.gpm-ipma.de *As a **assesement standard** it defines the demanded profile of knowledge and practical experience of project management staff.*	Erstausgabe 1991 5. Auflage 1999	All

	Erhard Motzel / Olaf Pannenbäcker : **« PROJEKTMANAGEMENT-KANON »** Der deutsche Zugang zum Project Management Body of Knowledge *The german entry to the Project Management Body of Knowledge* *) Aktuelle Version, Rev. 3 : Free down load see : http://www.gpm-ipma.de *Der PM-KANON ist das Ergebnis einer langjährigen Entwicklungsarbeit der GPM mit dem Ziel, eine einheitliche, allgemein verwendbare und anerkannte Projektmanagement-Basis für die Praxis zu schaffen. Er spiegelt den "Stand der Kunst" im Projektmanagement in Deutschland und berücksichtigt alle für das Fachgebiet relevanten, nationalen und internationalen Normen und Standards, insbesondere die der IPMA International Project Management Association. Er richtet sich an alle am Projektmanagement Interessierte sowie alle in Projekten und im Projektmanagement tätige Personen.* *The PM-rulebook is the result of a long term developpement done by the GPM which had as a target the developpement of a common and generally used and aknowledged basis for day-to-day project management work. It reflects the ‚state-of-the-art' of project management in Germany and considers all relevant national and international standards of the field, especially the standard of the IPMA. It is made for everybody who is involved or interested in project management.* *Das Buch gibt eine komprimierte Übersicht über das Fachgebiet Projektmanagement und ist Orientierungshilfe für Personen, die sich über Projektmanagement informieren möchten. Personen, die bereits über Projektmanagement-Kenntnisse verfügen und diese reflektieren und weiterentwickeln möchten, bietet es eine profunde Basis zur Selbsteinschätzung ihrer Fähigkeiten. Bei PM-ZERT, der Deutschen Zertifizierungsstelle für Projektmanagement, gilt der PM-KANON als das normative Dokument für die Beurteilung der Kompetenz im Projektmanagement. Im Rahmen der regelmäßig durchgeführten Zertifizierungen von Projekt- und Projektmanagementpersonal dient er den Zertifikanten als Selbstbewertungsunterlage und den Assessoren als Beurteilungsstruktur für die verschiedenen Qualifikationen und Kompetenz-Stufen.* The book gives a concise overview of the field of project management and is a guideline for persons who are interested in this item. For persons who already have some knwledge about project management and want to improve it, this book offers the possibility to test the level of their know-how. At PM-ZERT, the German certification authority, this rulebook is the basic document for judging the competence in project management. During the regular certification processes for project management personnel, this book is used by these persons to test their degree of knowledge and by the assesors as a judging instrument to evaluate the different levels of competence.	Erstausgabe 1998-02 2000-11	All

Organization	*Designation*	Date	Application field
Association for Project Management Http://www.apm.org.uk	**« The APM Body of Knowledge »** Sommaire : http://www.apm.org.uk/pub/bok.htm		
International Cost Engineering Council http://www.icoste.org	**AACE and ICEC standard description pendant**		
Canadian Project Performance Management Standard (PPMS)			
Institut Qualité et Management http://www.mfq.asso.fr	**Etudes et Mémos : « Management par projets »**	Jul/Aug 1998	

Sectorials standards

Organization	*Designation*	Date	Application field
 Commission Electrotechnique **Internationale** ***International electrotechnic committee*** http://www.iec.ch	**ISO/IEC TR 16326** : Ingénierie du logiciel - Guide pour l'application de l'ISO/IEC 12207 au management de projets (v 4.0) *This technical report (TR) ISO/CEI is an addition to the standard ISO/CEI 12207 in matter of project management which, either are specific to software, either are subject to cause notable perturbations to software projects in any process according to standard ISO/CEI 12207.*	Feb 1999	Electricity Electronics
	ISO/IEC 12207 : Technologies de l'information -- Processus du cycle de vie du logiciel *The document describes all the processes and activities of the software lifecycle. It sets a common reference frame with a terminology for software industry, for purchasing, development, operation and maintenance.*	Jun 2000	Electricity Electronics
	ISO/IEC TR 15846 : Technologies de l'information -- Procédés de cycle de vie du logiciel - Gestion de configuration *Data processing Software lifecycle process Configuration management*	May 1998	Electricité Electronique
	ISO/IEC TR 15271 : Technologies de l'information -- Guide pour l'ISO/CEI 12207 - Processus du cycle de vie du logiciel *Data processing Software lifecycle process Guidelines for ISO/CEI 12207*	Dec 1998	Electricity Electronics

Organization	*Designation*	Date	Application field
	ISO/IEC 51 : Safety aspects – Guidelines for their inclusion in standards second edition	Project	Electricity Electronics
	ISO/IEC TR 9294 : Technologies de l'information -- Lignes directrices pour la gestion de la documentation technique du logiciel *Data processing Guidelines for software technical documentation*	Oct 1994	Electricity Electronics
	ISO/IEC TR 15504-1: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 1: Concepts et guide d'introduction *This technical report is made of nine parts. It gives the definition of a reference for software process evaluation. It is aimed to organizations wishing to plan, to control, to check, and to improve their procurement, supply, development, operation and maintenance of software.* *Part 1. Introduction and concepts.* Version papier	Sep 1998	Electricity Electronics
	ISO/IEC TR 15504-2: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 2: Modèle de référence pour les processus et l'aptitude de processus *Part 2 Reference model for processes and processes capability.*	Sep 1998	Electricity Electronics

Organization	*Designation*	Date	Application field
	ISO/IEC TR 15504-3: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 3: Réalisation d'une évaluation *Part 3 Requirements to processing an evaluation leading to reliable, consistent and repeatable results..*	Sep 1998	Electricity Electronics
	ISO/IEC TR 15504-4: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 4: Guide pour la réalisation d'évaluations *Part 4 Information for processing evaluation of software processes according to parts 2 and 3 in different evaluation contexts.*	Sep 1998	Electricity Electronics
	ISO/IEC TR 15504-5: Technologies de l'information -- Évaluation de processus de logiciel -- Partie 5: Un modèle d'évaluation et guide des indicateurs *Part 5 Pattern model to make software process evaluation, according to part* Version papier	Dec 1998	Electricity Electronics

Organization	*Designation*	Date	Application field
	ISO/IEC TR 15504-6: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 6: Guide de la compétence des évaluateurs *Part 6 Description of competence requirements of evaluators. Describes methods of validation of instruction and experience of evaluators.*	Sep 1998	Electricity Electronics
	ISO/IEC TR 15504-7: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 7: Guide pour l'utilisation dans l'amélioration de processus *Part 7 Description of the method of definition of input and output data and how to use evaluation results to improve the process. Examples are given in various contexts .*	Sep 1998	Electricity Electronics
	ISO/IEC TR 15504-8: Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 8: Guide pour l'utilisation dans la détermination d'aptitude de processus de fournisseur *Part 8 Description of the method of definition of input data and how to use the results of an evaluation to determine the capability of the process. May be used in an organization, to determine the its own capability, or for a purchaser to determine the capability of a supplier*	Sep 1998	Electricity Electronics

Organization	*Designation*	Date	Application field
	ISO/IEC TR 15504-9 : Technologies de l'information -- Évaluation des procédés du logiciel -- Partie 9: Vocabulaire *Part 9 Glossary for* ISO/CEI TR 15504.	Sep 1998	Electricity Electronics
	IEC 62198, Ed.1 : Gestion des risques liés à un projet – Lignes directrices pour l'application *Guidelines for setting risk management in a project.*	Dec 2000	Electricity Electronics
	IEC 61160 : Revue de conception formalisée *Description of formalized conception review.*	1992	Electricity Electronics
	IEC 60300-3-9 : Analyse de risque des systèmes technologiques *Description of risk analysis of technologic systems.*	1995	Electricity Electronics
	IEC 60300-3-13 : Management des risques de projet *Description of project risk management.*	Projet	Electricity Electronics

Organization	*Designation*	Date	Application field
 **Bureau de Normalisation de l'Aéronautique et de l'Espace** http://www.bnae.asso.fr	**RG Aéro 000 40 A** : Recommandation générale pour la spécification de management de programme **= Norme X50-410** *The standard RG AERO 000 40 is a document aimed to be a guideline of negotiation between the customer and his suppliers for the specification of a given project or program.* *It gives responses to management quality requirements described in reference standards as ISO 9001., helping every customer to set his specifications and every supplier to meet the requirements through a management plan.*	May 1999	Aeronautics and Space
	RG Aéro 000 8 : Expression du besoin – Guide pour l'élaboration de la Spécification Technique de Besoin *Description of the need. Guideline for the need technical requirement.*	1995	Aeronautics and Space
	RG Aéro 000 14 A : Définition d'un produit – Guide pour l'élaboration du Dossier de Définition *Product definition. Guideline for the definition file setting.*	1996	Aeronautics and Space
	RG Aéro 000 15 : Justification de la Définition – Guide pour l'élaboration du Dossier de Justification de la Définition *Definition justification. Guideline for the justification file setting*	1996	Aeronautics and Space
	RG Aéro 000 23 : Management de programme – Guide pour la mise en oeuvre des principes de la Gestion de la Configuration *Program management. Guideline for the configuration management*	1997	Aeronautics and Space

Organization	*Designation*	Date	Application field
	RG Aéro 000 30 : L'organigramme des tâches dans la conduite de programme – référentiel des données de gestion *The Work breakdown structure in program management. Reference for cost control data.*	1993	Aeronautics and Space
	RG Aéro 000 33 : Logique de traitement des incidents dans le cadre d'un programme *Incident processing logic.*	1996	Aeronautics and Space
	RG Aéro 000 39 : Guide pour la maîtrise des risques *Guideline for the risk management*	Projet	Aeronautics and Space
	RG Aéro 000 41 : Logique de déroulement d'un programme – Principes et modalités de mise en œuvre *Program processing logic. Principles and practice.*	Projet	Aeronautics and Space
	RG Aéro 000 42 : Recommandations pour l'établissement et la mise en œuvre d'un plan de développement *Recommendations for setting and practice of development plans.*	1995	Aeronautics and Space
	RG Aéro 000 61 : Maîtrise des coûts et des Délais dans le déroulement d'un programme *Cost and planning control in program process..*	1998	Aeronautics and Space
	RG Aéro 000 66 : Guide général pour l'organisation, l'utilisation et la mise en œuvre des revues de programme *General guidelines to management, setting and use of program reviews..*	1994	Aeronautics and Space
	RG Aéro 000 67 : Les revues dans la logique de déroulement d'un programme – Positionnement et caractéristiques *The reviews in the process logic of a program. Position and features..*	1996	Aeronautics and Space
	RG Aéro 000 76 : Recommandations pour la mise en œuvre du Soutien Logistique Intégré *Guidelines for integrated logistic support (cf. AFNOR X 50 420).*	1997	Aeronautics and Space

Organization	*Designation*	Date	Application field
European Cooperation for Space Standardisation http://www.estec.esa.nl/ecss	**ECSS-M-00** : Policy and principles **ECSS-M-00-02** : Tailoring of space standards **ECSS-M-00-03** : Risk management **ECSS-M-10** : Project breakdown structures **ECSS-M-20** : Project organisation **ECSS-M-30** : Project phasing and planning **ECSS-M-30-01** : Organisation and conduct of reviews **ECSS-M-40** : Configuration management **ECSS-M-50** : Information and documentation management **ECSS-M-60** : Cost and schedule management **ECSS-M-70** : Integrated logistic support	1996 2000 2000 1996 1996 1996 1999 1996 1996 1996 1996	Aeronautics and Space
NASA	**NPG 7120.5A** : Program and Project Management Processes and Requirements *This document establishes the management system for processes, requirements, and responsibilities for implementing NPD 7120.4A, Program/Project Management. This management system governs the formulation, approval, implementation, and evaluation of all Agency programs and projects established to Provide Aerospace Products and Capabilities (PAPAC). It is intended to support accomplishment of the NASA programs and projects, consistent with established Agency strategic planning, on schedule, and within budget, while satisfying the requirements of multiple stakeholders and customers* Loading : http://nodis.hq.nasa.gov/Library/Directives/NASA-WIDE/Procedures/Program_Formulation/N_PG_7120_5A.html	Avril 1998	Aeronautics and Space

Organization	*Designation*	Date	Application field
 **Department of Defense**	**DoD Directive 5000.1** : The defense acquisition system http://www.acq-ref.navy.mil/5000series.html	Oct 2000	Defense
	DoD Directive 5000.2 : Operation of the defense Acquisition System	Oct 2000	Defense
	DoD Directive 5000.2-R : Mandatory Procedures for Major Defense Acquisition Programs (MDAPs) and Major Automated Information System (MAIS), Acquisition Programs	Oct 2000	Defense
	MIL-HDBK-245D : Handbook for preparation of statement of work (SOW) *The purpose of this procedure is to provide guidance for generating an adequate SOW. The SOW is the government's official means of communicating requirements to the contractor and serves as the basis of agreement and expectations between the two parties. A SOW describes the technical requirements of a project. Incidental to that mission/project is the software necessary to produce it. This procedure will assist technical personnel in translating their software requirements into contractual language by giving them guidelines of what should be included in a SOW for different phases of the software life cycle. They would chose the appropriate sections of the guidelines to use in support of the technical/functional requirements of their specific SOW.* Loading : http://lrc3.monmouth.army.mil/cecom/lrc/pie/handb224.html	Sep 1991	Defense

Organization	*Designation*	Date	Application field
	MIL-HDBK-881 : Work Breakdown Structure *This handbook presents guidelines for preparing, understanding, and presenting a work breakdown structure (WBS). After the general purpose of work breakdown structures is discussed in Chapter 1, the handbook provides instructions on how to develop a program work breakdown structure (Program WBS) in Chapter 2. Chapter 3 offers guidance for developing and implementing a contract work breakdown structure (Contract WBS). Chapter 4 examines the role of the work breakdown structure in contract negotiation and award and in post-contract performance. The appendices present definitions of work breakdown structures for specific applications. The handbook's primary objective is to achieve a consistent application of the work breakdown structure. The information it contains is intended to provide guidance to contractors and direction to government project managers.* Loading : http://www.acq.osd.mil/pm/newpolicy/wbs/wbs.html	Jan 1998	Defense

	MIL-HDBK-61 : Configuration Management Guidance *This military handbook provides guidance and information to DoD acquisition managers, logistics managers, and other individuals assigned responsibility for Configuration Management. Its purpose is to assist them in planning for and implementing effective DoD configuration management activities and practices during all life cycle phases of defense systems and configuration items. It supports acquisition based on performance specifications, and the use of industry standards and methods to the greatest practicable extent. MIL-STD-973, which previously governed DoD configuration management procedures, is being phased out.* Loading : ttp://www.acq.osd.mil/log/lro/specs/milbook61/milbook61.html	Sep 1997	Defense

Organization	*Designation*	Date	Application field
	Joint Implementation Guide : Les 35 critères pour vérifier si la gestion de projet d'une société est efficace *The 35 criteria to check efficiency of the project management of a company.*		Defense
MOD/DOD	**« Guide to project managers on contracting for risk »**	1991	
US Department of Commerce **National Technical Information Service (NTIS)** http://www.ntis.gov/	**« Continuous risk management guidebook »**	1997	
	« NASA : Systems engineering handbook »	Juin 1995	

Organization	*Designation*	Date	Application field
MINISTÈRE DE LA DÉFENSE DGA **Direction Générale de l'Armement**	**DGA/AQ 923** : Le management des risques dans les programmes d'armement - Les concepts de base pour appréhender la démarche de management des risques et son apport a la conduite d'un programme d'armement *This document presents the basic concepts of risk management in arms procurement*	Jun 1995	Defense
	DGA/AQ 924 : Manuel du management des risques dans un programme d'armement *This handbook intends to present the various concepts of risk management and their practice in a program.*	Jun 1995	Defense
	DGA/AQ 902 : Manuel des méthodes de conduite de programme *Handbook on program management methods*	Jun 1995	Defense
	DGA/AQ 906 : Répertoire des documents normatifs associés au management des programmes d'armement *Directory of standards relatives to arms programs management*	1993	Defense
	DGA/AQ 911 : Guide pour la gestion de la configuration *Guidelines for configuration management*	Mar 1992	Defense
	DGA/AQ 912 : Guide pour la mise en oeuvre des revues techniques *Guidelines for technical reviews setting*	Apr 1992	Defense
	DGA/AQ 914 : Glossaire des termes utilisés pour le management des programmes d'armement *Glossary of terms relatives to arms programs management*	1992	Defense
	DGA/AQ 6006 : Guide pour le soutien logistique intégré *Guidelines for integrated logistic support (cf. AFNOR X 50 420).*	? ?	Defense

Organization	*Designation*	Date	Application field
 ADELI **Association Française de Génie Logiciel (ADELI)**	**PERILoscope 97 : Maîtriser les risques des projets informatiques Rapport du groupe de travail « Les risques du projet »** *This document is aimed at developers of complex software systems. It gives recommendations leading to a better awareness of consequences of project risks.* *It presents the concepts, basic definitions and context of risk control. It presents the practice of project risk management, technologies and tools, including commercial software. A bibliography is provided.*	1997	All

Organization	*Designation*	Date	Application field
 The Institute of Electrical and Electronics Engineers http://www.ieee.org	**IEEE 1028** : Standard for software reviews	1998	Software
	IEEE 1045 : Software Productivity Metrics	1992	Software
	IEEE 1058 : Recommended for Software project Management Planning	1998	Software
	IEEE 1061 : Software quality metrics methodology	1998	Software
	IEEE 1074 : Standard for developing software life cycle processes	1997	Software
	IEEE 1220 : Standard for the application and management of the systems engineering processes *This standard defines the interdisciplinary tasks are required throughout a system's life cycle to transform customer needs, requirements, and constraints into s system solution. This document is intended to guide the development of systems (which include humans, computers, and software) for commercial, government, military, and space applications. It specifies the requirements for the systems engineering process and its application throughout the product life cycle*.	Dec 1998	Software

Organization	*Designation*	Date	Application field
	The Software Project Manager's Handbook *This book emphasizes software project management at work. The author's unique approach concentrates on the concept that success on software projects has more to do with how people think individually and in groups than with programming. He summarizes past successful projects and why others failed. Visibility and communication are more important than SQL and C. The book discusses the technical and people aspects of software and how they relate to one another.* *The first part of the text discusses four themes: (1) people, process, product, (2) visibility, (3) configuration management, and (4) IEEE Standards. These themes stress thinking, organization, using what others have built, and people. The second part describes the software management principles of process, planning, and risk management. Part three discusses software engineering principles, the technical aspects of software projects. The fourth part examines software practices giving practical meaning to the individual topics covered in the preceding chapters. The final part of this book continues these practical aspects by illustrating a sample project through seven distinctive documents.* http://computer.org/CSPRESS/CATALOG/bp08300.htm	Jun 1998	Software

Organization	*Designation*	Date	Application field
Electronic Industries Association (EIA) http://www.eia.org	**EIA 649** : Configuration Management *This standard presents configuration management from an industry viewpoint in which Configuration Management practices are employed because they make good business sense, rather than because requirements are imposed by an external customer. The standard is divided into five major topics or Configuration Management functions which are explained rather than mandated. The explanation includes purpose, benefits and best practices. Within each topic, the basic principles of configuration management are addressed.*	Apr 1995	
	EIA 632 : Processes for engineering a system *This standard defines a systematic approach to engineering or reengineering a system, incorporating best practices that have evolved during the second half of the twentieth century. The systematic approach of this standard is applicable for : completing corrective actions, making refinements, developing derivatives, producing modifications, and updating existing products, creating and realizing new systems, and allowing for the safe and cost-effective disposal(retirement) of a system. This approach is incrementally applied in an engineering life cycle framework that can be implemented during any one or more phases of an enterprise-based life cycle*.	Jan 1999	

Publications

Author	*Title*	Date
AFITEP	« Dictionnaire de management de projet » (français – anglais – espagnol – allemand - portugais) *Project management dictionary French English Spanish German Portuguese* Edition AFNOR,4e édition	2000
AFITEP (Commission Estimation)	« Estimation des coûts d'un projet industriel » *Edition AFNOR* Project cost estimation in industry	1995
AFITEP	« Le management de projet : Principes et pratiques » Edition AFNOR Gestion, 2e édition *Project Management : Principles and practice*	1998
AFNOR	« Management de projet » (recueil des normes) Edition AFNOR Gestion, 2e édition *Project management. Standards directory*	1998
AFNOR	« Recueil de normes sur la conception » *Project and design. Standards directory*	To be Published
M. DESTORS et J. Le Bissonnais	« Mettre en œuvre la qualité du management de projet – NF ISO 10 006 » Edition AFNOR *Project management quality. Setting and practice.*	1999
PMI	« Management de projet : un référentiel de connaissances » Edition AFNOR *Project management. A Body of Knowledge.*	1998
G. MACSI	« Maîtrise de la qualité des systèmes industriels Edition MASSON *Quality control of industrial systems*	1993
J. CAVAILLES	« Management par projet » MFQ – Etudes et Mémos *Management by Project*	1998

J. BERNARD-BOUISSIERE	« Aide à l'élaboration d'un cahier des charges fonctionnel » *Guide for functional specification elaboration.* Edition AFNOR Pratique	2000

Author	*Title*	**Date**
GPM German Project Management Association	See : http://www.gpm-ipma.de	

Region III
Africa

International Cost Engineering Council (ICEC)
International Standards Working Group
Inventory of Best Practices/Standards

Association: CEASA

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Date: 8/1/2001 Page _1_ of _1_

Best Practice/Standard Title	Number	Release Date	Revision #	Description
Terminology of South Africa	1	1980	1	Description of terms used by several South African companies
Education Standards Generation	1	11/21/2000	1	Standards for accreditation of tertiary educational programs to register as a Q-S with the SACQS
The Australian "National Competency Standards for PM Volume 1-4"	1	7/21/1996	1	Competency standards of the Australian Institute of PM
The FIG Guide on Standardization	1	Draft	-	Draft for ACCO and Bureau review
A set of "ECITB" standards used in the UK and also implemented in South Africa	1	11/1999	0	Engineering Construction Industry Training Board Standards (NVQ)
An Introduction to Cost Engineering in the South African Breweries	1	Draft	-	An introduction to cost engineering in the South African breweries
Comparative Glossary of Common Project Management Terminology by Mr. Wideman	1	1/1/1999	2	Wideman comparative glossary of common PM terms, v. 2.0
The Estimate Review and Validation Process (by Eastman Kodak Co.)	1	6/2000	1	Handout: "Building class xxx estimate"
Class 2 Estimate (by Eastman Kodak Co.)	1	2/5/2000	1	Class 2 estimate
PMBOK Terminology (partial)	1	1966	?	A guide to the PM body of knowledge
PM SGB NQF3 Standards	PM/C/S/3	Draft	0	Contribution to the defining and executing of project scope (SAQA)
CEASA Standards		In process	-	

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Region 4
Asia Pacific

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Inventory of Best Practices/Standards

Association: AIQS

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Date: 16/6/05

Title	Ref. No.	Release Date	Revision #	Description/Author
Best Practice/Standard				
ACMM Vol. 1 – Cost planning and analysis		2006		
ACMM Vol. 2 – Definitions, codes and nomenclature		2001		
ACMM Vol. 3 – Life cycle costing		2002		
ACMM Vol. 4 – Evaluating sustainable development		2003		
ACMM Vol. 5 – Feasibility study guidelines - (includes CD)		2006		
Australian Cost Management Manuals - Set of five Books		2006		
Australian Standard Method of Measurement of Building Works - 5th Edition		1991		(ASMM)
National Competency Standards for Quantity Surveyors - Construction Economists With Folder				
Guideline				
Civil Engineering Measurement, A Guide		1998		J Sierra
The A to Z Guide to Estimating		1998		J Sierra
Basic Building Economics		1998		J Sierra
Electrical Installation Estimating		1999		J Sierra
Building and Engineering Claims		2000		J Sierra
Brief Guide to Running a Small Business		2001		J Sierra
Variations, Costs and Mediation		2001		J Sierra
Estimating Price		2002		J Sierra
Measuring Mechanical & Electrical Services		2003		J Sierra
Preliminary and General Matters Related to Building Construction Estimates		2005		J Sierra

International Cost Engineering Council (ICEC)
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Inventory of Best Practices/Standards

Association: AIQS

Preparer: Peter Cox
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Date: 16/ 6/05

Title	Ref. No.	Release Date	Revision #	Description/Author
Guidelines (cont.)				
Guideline Fee Scale and Conditions of Engagement				
Australian Standard Method of Measurement of Buildings Works - 5th Edition - Technical Questions and Answers		2004		
The Conference Management Manual				
Property Depreciation Handbook		2004		David Kelly
2005 Tertiary Guide (one only)				
2005 Members' Business Register (one only)				
Reference, Paper				
Project Risk Management in the Construction Industry: a Review		2003		T Lyons
Measuring - The Skill of the Quantity Surveyor		2003		M January
Time & Cost Performance of Building Contracts 1976 - 1986				F J Bromilow, M F Hinds & N F
Video - QUT - Life Cycle Analysis & Ecologically Sustainable Development				
Video - Arbitration in Perspective (2 videos)				
Australian Journal of Construction Economics and Building - Volume 4, Issue 2		2004		
Australian Journal of Construction Economics and Building - Annual Subscription - 2 issues per year				

International Cost Engineering Council (ICEC)
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Association: AIQS

Preparer: Peter Cox
E-mail Address: pcox@padghams.com.au

Date: 16/6/05

Title	Ref. No.	Release Date	Revision #	Description/Author

Reference, Paper (cont.)

CD-ROM - Current Construction Costs Annual Subscription - Produced quarterly - March, June, September & December
The Building Economist - Annual Subscription Published quarterly - March, June, September & December
The Building Economist - individual copies
CD ROM - 3rd World ICEC Congress Papers - April 2002
AIQS Further Education/Distance Learning Scheme
Please circle unit required.
1 2 3 4 5 6 7 8
Practice Notes (available on web) Free download

International Cost Engineering Council (ICEC)
International Standards Working Group
Inventory of Best Practices/Standards

Association: The Hong Kong Institute of Surveyors (HKIS) | Preparer: | Date: 4/4/06 |

E-mail Address:

Title	Ref. No.	Release Date	Revision #	Description/Author
Best Practice/Standard				
Agreement & Schedule of Conditions of Building Contract for use in the Hong Kong Special Administrative Region Standard Form of Building Contract Private Edition – With Quantities		1986	July 1999 (2nd amendment)	The Hong Kong Institute of Architects, RICS (Hong Kong Branch), The Society of Builders, Hong Kong
Agreement & Schedule of Conditions of Building Contract for use in the Hong Kong Special Administrative Region Standard Form of Building Contract Private Edition – Without Quantities		1986	July 1999 (2nd amendment)	The Hong Kong Institute of Architects, RICS (Hong Kong Branch), The Society of Builders, Hong Kong
Sub-Contract (For use where the Sub-Contractor is nominated under the Standard Form of Building Contract for Hong Kong)		1986	February 2000 (2nd amendment)	The Hong Kong Institute of Architects, RICS (Hong Kong Branch), The Society of Builders, Hong Kong
Agreement & Schedule of Conditions of Building Contract for use in the Hong Kong Special Administrative Region (2005 Edition) Standard Form of Building Contract Private Edition – With Quantities		2005	-	The Hong Kong Institute of Architects, The Hong Kong Institute of Construction Managers, HKIS

International Cost Engineering Council (ICEC)
International Standards Working Group
Inventory of Best Practices/Standards

Association: The Hong Kong Institute of Surveyors (HKIS) | Preparer: | E-mail Address: | Date: 4/4/06 |

Title	Ref. No.	Release Date	Revision #	Description/Author
Best Practice/Standard				
Agreement & Schedule of Conditions of Nominated Sub-Contract for use in the Hong Kong Special Administrative Region (2005 Edition)		2005	-	The Hong Kong Institute of Architects, The Hong Kong Institute of Construction Managers, HKIS
Agreement & Schedule of Conditions of Nominated Supply Contract for use in the Hong Kong Special Administrative Region (2005 Edition)		2005	-	The Hong Kong Institute of Architects, The Hong Kong Institute of Construction Managers, HKIS
Standard Form of Contract for Minor Works		1992	January 2003 (1st amendment)	HKIS, The Hong Kong Institute of Architects, The Hong Kong Institute of Engineers (Building Division), CIOB (Hong Kong Branch)
Hong Kong Standard Method of Measurement of Building Works		1962	February 1979 (3rd Edition)	-
Standard method of measurement for building elements		2001	-	Architectural Services Department, HKSAR Government

International Cost Engineering Council (ICEC)
International Standards Working Group
Inventory of Best Practices/Standards

Association: The Hong Kong Institute of Surveyors (HKIS)

Preparer:
E-mail Address:

Date: 4/4/06

Title	Ref. No.	Release Date	Revision #	Description/Author
Best Practice/Standard				
General Conditions of Contract for Building Works (1999 Edition)		1999	-	HKSAR Government
General Conditions of Contract for Civil Engineering Works (1999 Edition)		1999	-	HKSAR Government
General Conditions of Contract for Design & Build Contracts 1999		1999	-	HKSAR Government
General Conditions of Contract for Electrical & Mechanical Works (1999 Edition)		1999	-	HKSAR Government
General Conditions of Contract for Term Contract for Civil Engineering Works (2002 Edition)		2002	-	HKSAR Government
General Conditions of Contract for Term Contracts for Building Works (2004 Edition)		2004	-	HKSAR Government
Government of Hong Kong Sub-Contract Articles of Agreement and Conditions for Civil Engineering Works		1988	-	HKSAR Government

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International Standards Working Group
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Association: The Hong Kong Institute of Surveyors (HKIS) | Preparer: | Date: 4/4/06 |
E-mail Address:

Title	Ref. No.	Release Date	Revision #	Description/Author
Guideline				
Inclusive Scale of Professional Charges for Quantity Surveying Services for Building Works in Hong Kong		November 1994	-	HKIS & RICS (Hong Kong Branch)
Itemised Scale of Professional Charges for Quantity Surveying Services for Building Works in Hong Kong		1967	November 1994 (3rd edition)	HKIS & RICS (Hong Kong Branch)
Building measurement in Hong Kong : worked examples		1991	-	David H. Picken and Derek S. Drew

International Cost Engineering Council (ICEC)
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Association: The Hong Kong Institute of Surveyors (HKIS) | Preparer: | Date: 4/4/06 |
E-mail Address:

Title	Ref. No.	Release Date	Revision #	Description/Author
Reference, Paper				
Surveying & Built Environment – 2 issues per year (Journal)		-	-	HKIS
Schedule of Rates for Term Contracts for Building Works (2003 Edition - Volume 1 & 2)		2003	-	Architectural Services Department, HKSAR Government

International Cost Engineering Council (ICEC)
International Standards Working Group
Inventory of Best Practices/Standards

Association: SISV	Preparer:	Seah Kwee Yong	Date:	Page 1
Singapore Institute of Surveyors & Valuers	E-mail Address:	Skyey1@yahoo.com	25 Dec 2006	

Title	Ref. No.	Release Date	Revision #	Description/ Author
Best Practice/ Standard				http://www.itsc.org.sg/tc/5th_term_compo/citc.html
Code of practice for Classification of Construction Cost Information	SS CP 80	1999	-	Classified and structured cost information is stored in a way that is consistent and reliable across the industry so as to reduce an duplication of work. Goh Ngan Hong http://www.iai-singapore.org/Group_PWG.htm
Code of practice for Construction Computer-Aided Design (CAD)	SS CP 83 : Part 1: Organising & Naming of CAD layers	2004	-	http://www.iai-singapore.org/Group_DWG.htm
Code of practice for Construction Computer-Aided Design (CAD)	SS CP 83 : Part 2: CAD Symbols	2000	-	
Code of practice for Construction Computer-Aided Design (CAD)	SS CP 83 : Part 3: Organising & Naming of CAD files	2001	-	
Code of practice for Construction Computer-Aided Design (CAD)	SS CP 83 : Part 4: CAD Drafting Conventions	2001	-	

Title	Ref. No.	Release Date	Revision #	Description/ Author
Code of practice for Construction Computer-Aided Design (CAD)	SS CP 83 : Part 5: Colour & Line Type	2001	-	
Code of practice for Classification of Construction Resources Information	SS CP 93	2002	-	This national amendment to the CSI Masterformat is a uniform system for classifying information related to construction products, materials, services and machinery. It ensures a consistent and structured way of information exchange and storage to reduce any duplication of work. Goh Ngan Hong http://www.iai-singapore.org/Group_PWG.htm
Code of practice for Construction Electronic Measurement Standard (CEMS) -	SS CP 97 : Part 1: Standards Method of Measurement (SMM) for Building Works	2002	-	A common standard for the production of drawn information and the development of Automated Quantities Taking-Off Systems (AQTS) software applications. The rules of measurement are presented in a structured format suited for programmers to translate them into codes necessary for development of AQTS software applications from CAD drawings. Seah Kwee Yong http://www.iai-singapore.org/Group_MWG.htm
Code of practice for Construction Electronic Measurement Standard (CEMS) -	SS CP 97 : Part 2: Standard Method of Measurement (SMM) for Mechanical & Electrical Works	2004	-	Comprises guidance notes, general principles and measurement rules for items related to M & E works. Fulfils a bridging role by adapting current practices as well as defining the standards for future Automatic Quantities Taking-off System (AQTS) applications. Provides attributes and operation templates for Object Oriented Modelling (OOM) but is by no means exhaustive as there are multiple permutations and terminologies for a single object model. Seah Kwee Yong http://www.iai-singapore.org/Group_MWG.htm
Code of Practice for Information Exchange and Documentation at Handing / Taking-over of Buildings upon Completion	SS 517	2005	-	Defines the minimum documentation and information requirements across the different building types. Also defines the scope, characteristics and processes of information exchange and documentation associated with effective document management. Eugene Seah
Code of Practice for Building Project Document Control	SS 527	2006		Defines the basic file register template for construction stage document control.

Title	Ref. No.	Release Date	Revision #	Description/ Author
System				
National Productivity & Quality Specifications	eNPQS	2004	2006	http://www.corenet.gov.sg/enpqs/Introduction.asp
Public Sector Standard Conditions Of Contract	PSSCOC	2006	2006	http://www.bca.gov.sg/PSSCOC/psscoc_construction_works.html The Base Contract is for Build Only Contract. There is a Supplement for Design & Build, other Standard Conditions for Nominated Sub-Contract.
SIA Contract 7th Edition,		2005		Singapore Institute of Architects. The base contract is for Build Only Main Contract. There are other Standard Conditions for Sub-Contract (2005) and Minor Works Contract (1987)
REDAS Design & Build Conditions of Contract		2005		Real Estate Developers Association, Singapore http://www.redas.com/HTML/Publications.html
Building & Construction Industry Security of Payment Act	SOP	2005		http://www.bca.gov.sg/Publications/SecurityofPayment/SOP.html
Guideline				
Building & Construction Authority's Contractors' Registry		2006		http://dir.bca.gov.sg/bca/index.asp for use by public sector procurement
Building & Construction Authority's publications		2006		http://www.bca.gov.sg/Publications/publications.html Various Acts, Regulations, Codes and Incentives
GeBIZ, Singapore government's one-stop e-procurement portal.		2006		Singapore Government http://www.gebiz.gov.sg/
Reference, Paper				
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