

How to master Fit out business - Project management step by step

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1	Start point	
		Concept design approval
		Clear Contract - FIDIC
		LEED
		FF&E
2	PLAN	
		Cost & time factors
		Plan B,C, and D
		Shop drawings development/Approval
		Materials selection/Approval
		Example: Miniature door for design review
		Example: Samples are assembled for final review before start fabrication
3	Access	
		Logistics
		Time
		Space
		Size
		Weight
4	Resourcing	
		Team Building
		Procurement
		Partners
		Suppliers
5	Fabrication	
		Quality
		Packing
		Time
6	Installation	
		Monitoring
		Inspecting
		Time
7	Coordination	
		Authorities
		MEP
		IT
		Smart solutions
8	Paper work/Records	
		Reports
		Logs
		Letters
		MOMs
		Others
9	Payments	
		Programmed milestones
		Follow up process
10	Variations	
		Resources impact
		Cost impact
		Time impact
11	H.O. Certification	
		CVI
		NCR
		IR
12	DLP	
		TOC
		H.O.C.
13	Examples:	
		Project follow up and handing over: Fairmont Fujairah hotel
		Project follow up and handing over: 3 levels metro station in Dubai
		Project Planning: Lamborghini First Retail shop worldwide
		Project Planning: Dubai Airport drywall partitions
		Project planning: Custom handrail in Al-Amal hospital
		Project planning: Serenia kitchens
		Project planning: Last step before paint – Assembly on site
Project management tools mentioned above were practiced by myself during my fit out business career - All rights reserved		