

		National Defence Défense Nationale	Back to the DID List
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES			
1. TITLE – TITRE		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION	
Annual Building Plan (ABP)		DID 13.5.5	
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET			
The purpose of the ABP is to provide information on the work to be conducted in buildings and structures for the coming FY.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)	6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT	
August 2020	NWSO Technical Authority (TA)	N/A	
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE			
Related CDRL 13.5.5 and SOW paragraph 13.5.5 refer. This DID contains the format and content preparation instructions for preparation of ABPs as described in the NWS O&M SOW.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
NWSO TA		NIL	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
10.1 Participate in ABP familiarization presentations and collaborate in ABP preparation kick-off meetings to confirm objectives and priorities. 10.2 Analyze relevant documentation to reflect the real property priorities, strategies and plans, considering the recommendations provided in the Building Performance Review (BPR), the BCR, the AMP, building-specific strategies, plans and other relevant information. 10.3 Prepare and present ABPs in accordance with the SOW annually by 30 November 10.4 Include the following information in the ABP: <ul style="list-style-type: none"> • Appropriate service levels for the building or structure. • Building-level allocations of the Labour Resource Plan with estimated labour cost summary, detailed by position, role or subcontract, as appropriate. • Proposed prioritized Project Listings, for the coming Fiscal Year, or Fiscal Years, as applicable. • Obtain acceptance of the overall recommended cost envelope for labour use code (LUC) 76 Additional work Requirement (AWR) projects, labour use code LUC 77 Self-Help projects, and Labour use code LUC 78 Minor Modification projects, and once project funding has been allocated, present a proposed Project Listing. • Present a proposed prioritized Project Listing for each of labour use code (LUC) 76, labour use code LUC 77 and Labour use code LUC 78 projects. • Present the ABPs to the RP-TA, and to the respective DND, respond to questions and adjust accordingly to obtain acceptance of ABPs and to support related AWRs. • Submit proposed changes to the Work set out in the ABP as the basis for supporting decisions for new AWRs or amendment of existing ones. 10.5. Submit ABPs in accordance with the following template: <u>Major Recommendations</u>			

Provide a summary of the key recommendations being made for approval, in bullet format.

Strategic Overview

2.1 Background

Provide a description of the building or structure and its major components. Provide an overview of key challenges or issues being faced and opportunities for improvement. Highlight major capital projects underway or planned which will substantially alter the condition or makeup of the building.

2.2 Influences

Outline the key external planning assumptions that will influence the ABP.

2.3 Objectives

Provide clear statements of the proposed objectives for the building or structure over the planning period.

2.4 Sustainability Plans

Describe key initiatives that will foster sustainability in the building. Provide an overview of the activities, processes and performance measurement data and information that will be applied to improve environmental sustainability results arising from the services provided. Include sub-sections to discuss:

- support for DND's Sustainable Development Strategy,
- Optimized Maintenance Program,
- Energy Management, and
- environmental management.

Operational Profile

3.1 Health, Life Safety and Security

Identify issues associated with health, safety and security, including noncompliance with legislative requirements, and provide a summary of plans for improvement.

Financial Performance

4.1 General

Provide financial tables with a rollup of the financial projections for the building or structure, including the following:

- Previous Year actuals
- Current Year forecast
- a summary table of projected expenditures for proposed projects