

Appendix VII - Sample BIM Object Check Form

Object Name: _____ 3D Object 2D Annotation

No.	Check Item	Content	Check Result (Y/N?)	Recommends
1	BIM Object Format	Does the BIM object have the correct file extension (.rfa, .pkt, .dwg) and software version?		
2	Naming Compliance Check	Does the BIM object's name conform to CIC naming convention?		
3	Category Type Check	Is the BIM object assign to the correct category?		
4	Parameter Capability Check	Do all necessary parametric properties exist and conform to the expected parametric behaviour?		
5	Visual Check	5.1 Does 2D presentation conform to local practice or client requirements?		
		5.2 Can the presentation /symbol follow change of location of the 3D geometry in the BIM project environment?		
		5.3 Does 3D model assign the correct material and visibility setting?		
		5.4a Does this BIM object need to be connected to MEP systems?		
		5.4b If yes, is MEP connector(s) correctly assigned to 3D model faces?		
		5.5 Is the BIM object's file size too large? (Generally recommended to be <5MB)		
		5.6 Does visibility setting correctly?		
		5.7 Is the unit of measurement correct?		
		5.8a Does it require Access / Clearance / Installation / Maintenance space?		
5.8b If yes, does the space conform to local practice?				

		5.9 Is the BIM object assigned with suitable host / placement behaviour?		
		The following check items are applicable to 2D annotation objects only:		
		5.10 Do the tag, label and annotation conform to local practice or the client requirement?		
		5.11 Is the label information linked to correct parameter as designed?		
		5.12 Is the label/tag/annotation have different sizes for different scale of drawing production?		
6	BIM Object Sheet Check	6.1 Is the CIC's Object Sheet Check Form (next page) submitted?		
		6.2 Does this BIM object fulfil all BIM Object Sheet check items?		

Object Sheet Check Form

Legend:

- A Acceptable
- R Reject
- O Outstanding
- N Inapplicable

Color Coding:

- 3D Geometry
- Property / Parameter
- 2D Symbol
- 2D Tag / Label / Annotation

Checklist:

- Space**
*Does it require Access / Clearance / Installation / Maintenance space?
Is space conformed to local practice?*
- Host / Placement**
Is it assigned suitable host / placement behavior?
- Category**
Is the BIM object of correct category?
- Insertion Point**
Is the insertion point appropriate?
- Parametric**
*Is it necessary to be parametric?
Is parametric behavior as expected?*
- Property Management**
Are properties classified in suitable grouping and naming?
- Property Information**
Is all information necessary or exhaustive for the user?
- Symbol**
Is the symbol conformed to local practice or client requirement?
- Tag / Label / Annotation**
Is the tag / label / annotation conformed to local practice or client requirement?
- MEP Connection**
Is it required connection to MEP system?
- Visibility Control**
*Suitable setting?
Hide unnecessary geometry on plan and elevation?*
- Symbol Drawing Production**
Is symbol readable when printing out in appropriate scale?
- Symbol Orientation**
*Is the symbol orthogonal to the BIM object geometry?
If necessary, can the symbol orientation be controlled?*
- Geometry Dependency**
Can the symbol follow the location change of the 3D geometry in BIM project environment?
- Symbol Offset**
If necessary, can the symbol offset adjustable?
- Tag / Label / Annotation Drawing Production**
Is it readable and accurate when printing out in appropriate scale?
- File Size**
Is it too large?
- Unit**
Is unit of measurements correct?

BIM Object Name

Date

Inspector

Ref. No.

Assessment

Signature

Comment:

**APPROVED/
DISAPPROVED/
RESUBMIT**