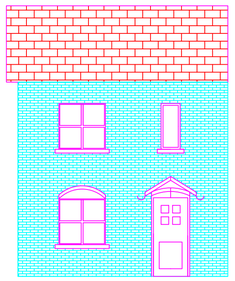

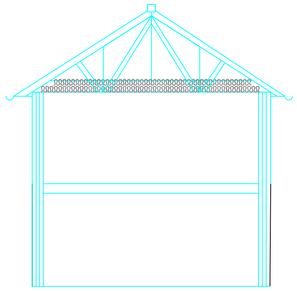

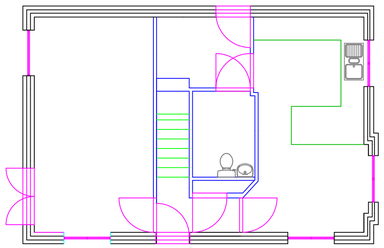

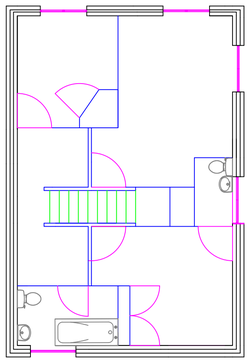

General		Architectural		Electrical		Interior Design	Landscape	Mechanical		Structural
Defpoints	Legends	Rooms	Foul Drainage	Electrical Supply	Cables	FFE	Hard Surfaces	Cold Water	Control Systems / BMS	Foundations
Title Sheet	Dimensions	Floors	Surface Water Drainage	Small Power	Trunking	Soft Furnishings	Landscaping	Hot Water	Smoke & Heat Control	Foundation Piles
Title Annotation	x-Ref	Stairs	Services: Water	Internal Lighting	Cable Tray		Shelters	Water Reclamation	Kitchen Ventilation	Slabs
Uncontrolled Issue	Tables & Schedules	Roofs	Services: Gas	External Lighting	Switches		Trees & Planting	Gas Supply	Sprinkler Fire Extinguishing	Beams
Tender Issue	Images	External Walls	Services: Electric	Emergency Lighting	Smoke & Heat Controls			Heating		Columns
Title Asbestos Note	North Point	Internal Walls	Services: Comms	Telecomms	Sprinkler Fire Extinguisher			Heat Pumps		Expansion Joints
Revisions	Gridlines	Retaining Walls	Services: Drainage	Data Networks				Air Conditioning		
Revision Clouds	Levels	Windows	Lifts	Induction Loops				Supply & Extract Ventilation		
Annotation	Hatching	Doors	Reference: Rooms	Access Control System				Fire Fighting		
OS Note	Viewports (Unprinted)	Internal Finishes	Reference: Doors	CCTV				CHP		
General Text	Viewports (Visible)	Sanitary Fixtures	Reference: Windows	Fire Alarms				Heat Emitters		

UNIVERSITY OF WALES TRINITY SAINT DAVID

BIM NAMING CONVENTION GUIDE: All files, Models, Drawings & Documents

			As Required/Optional Name	Zone	Type	Role			Suitability*	
THE CODE	Project -	Originator -	Functional Breakdown -	Spatial Breakdown -	Form -	Discipline -	Number -	Description* -	Status* -	Revision*
CODE LENGTH DESCRIPTION	2-6 Characters Use the project number project identifier that is recognisably distinct from any project numbers, organisation's internal job number.	3-7 Characters Use the company that produces the data.	1-2 Characters Use to define the default zones you break the project into. This is then defined by the Spatial Breakdown. Where aggregates, Model Origins should be set at exactly 'none' per rows. EG, Whole Site, Whole Building, Whole Floor, Circuit Model, etc.	1-2 Characters Use to define the date refers to 02 = Multi Level 00 = No level 01 - Group F.F. 02 = F.F.F.F. 03 - Group F.F. 04 - Group F.F. Mechanical M1 M2 M3 M4 A1 Insert below grou ed floor prefix 'B' B1 B2 B3 - Roof plan sect ion multi level.	1-2 Characters Use to imply the type or form of data eg. For Elec D - Drawing G Diagram I Image L List M Model T Textual V Video/Audio	1-2 Characters Use to define Architectural & Building Number C Civil Engineer D Electrical/Electrical Eng F Fire Engineer G Geo Technical Engineer S Structural Engineering H Highways & Transport Engineer A Architect L Landscape Architect M Mechanical Engineer PM Project Manager HSE Health Engineer QS Quantity Surveyor Project Mgmt PE Planning Engineer P Planner W Water Engineering X non-discipline specific Y Management ZZ Multi Discipline	1-2 Characters Use to define 2 digit numbers denoting drawing, grouping and number. It consists of a 1-2 digit drawing (since you the drawing number drawing no. Eg. DB3 Where 3 at the beginning is the drawing number the 2 digit right are sequencial numbers	1-4 Characters Use to define 1 Word description in GARAGE SITE GRID MOD SECTION SCHEMEO PLANEAT PRESENT etc.	1-2 Characters Use to define the 2 digit suitability code that indicates and governs the development or stage of information. Suitability codes are throughout the BIM process.	1-2 Characters Use to define the 2 digit number for the revision of the drawing.
NOTES	Use the 4 digit Company project number. Use the NB. NUMBER ENTRY for 3 alpha or 3 digits MODULE CODE in 4000.	NB. A specific unique identifier for each organisation should be defined (seen from pricing the project ie. Use company initial).	NB. A more complex project may need to be broken down into Off Site, Off Site Strategy should be agreed at beginning of project.				Drawings Groups are as follows 1 - Plans 2 - Sub-structure 3 - Super-structure 4 - Cladding 5 - Finishes 6 - Fixtures & Fitted Services 7 - Finishes 8 - Site Works 9 Diagrams A - Loose Furniture B - External Works	There is no specific standard for Description but avoid long, cryptic descriptions as this isn't offered your ability to file in Windows		
EXAMPLE	4000 -	UWTSD -	XX	02	D	A	DB3	GRID MOD	S2	P01

* = Optional and are within scheme that we as UWTSD have chosen to include

NB. There are other optional fields in the scheme that we have opted to leave out ie - Classification (unclass codes)

Code adaptedby IT Praxis, UWTSD, October 2015 based on ISO16346 V.2

Property Title	Detail	Property	Originator	Zone Functional Breakdown	Level Spatial Breakdown	Form	Discipline	Number	Description	Status	Revision	scale	drawn	
The Barnwood Bay	The Barnwood Bay Drwaing	UPRN	UWTSD	.	.	.	.	0001	.	.	.	@A1	Author	Max Cobb
												date	checked	
												01/07/19	Checker	
		filepath Y:\<Number>\Student\Drawings\<File name>.dwg												

Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

Prifysgol Cymru Y Drindod Dewi Sant
University of Wales Trinity Saint David

SA1 Campus,
King's Road
Swansea
SA1 8HO

(S0) UNCONTROLLED ISSUE
NOT TO BE USED AS A
REFERENCE DOCUMENT
CHECK STATUS BEFORE QUOTING

rev/date/by

revision