

Distribution	SUBJECT	Date
	STANDARDS OF PERFORMANCE PROJECT MANAGER	09-01-2014

- I. Satisfactory performance in respect to JOB BUDGETS has been attained when:
 - A. All job budgets are completed prior to the start of construction and in accordance with the schedule established by the Construction Manager.
 - B. Budgets are revised monthly.

- II. Satisfactory performance in respect to SCHEDULING has been attained when:
 - A. No time was lost due to lack of material scheduling, improper material, or placement of material on the job.
 - B. No time was lost due to improper subcontractor scheduling.
 - C. Ultimately: The project has been completed in accordance with the predetermined schedule.

- III. Satisfactory performance in respect to CONTROLS has been attained when:
 - A. Subcontractor and supplier invoices match the PO and/or FPO number noted, and all exceptions noted and explained.
 - B. A production schedule is kept up-to-date daily.
 - C. Project plans and specifications have been adhered to.
 - D. Evidence exists that material shortages and overages have been made up or credits received.
 - E. Critical dimensions, materials, and mechanicals on each job have been checked.
 - F. Field Purchase Orders and Debit Memos are issued in a timely fashion.