**Data Item Description**

**Supplier’s Master Schedule**

**PM251**

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| **Supplier’s Master Schedule** | **PM251** |

**Purpose**

The Supplier’s Master Schedule (***SMS***) describes the Supplier’s planned sequence of activities, internal milestones, Milestones, and decision points to enable the Work and obligations of the Subcontract to be performed and met. Additionally, the SMS defines the current Project schedule status, comparing the current schedule with the Subcontracted schedule, a high level of which is set out in the Supplier’s Level 0 Schedule. The SMS also compares the current schedule status with any applicable baseline schedule.

The Supplier uses the SMS, including or supplemented by subordinate schedules, to:

1. plan the activities and sequencing of those activities to achieve the requirements of the Subcontract; and
2. provide schedule direction and status to the management team responsible for conduct of the work.

The Purchaser uses the SMS to:

1. ensure that that it aligns to the Purchaser’s Integrated Master Schedule (***IMS***) for the Project;
2. gain visibility into the Supplier’s planning;
3. understand and evaluate the Supplier’s approach to meeting the requirements of the Subcontract;
4. assist with monitoring the progress of the Supplier in meeting the requirements of the Subcontract; and
5. as a source of input to planning performed by the Purchaser’s planning and estimating department.

**References**

This DID must be read in conjunction with Schedule A (General Conditions) and the corresponding SOW reference.

**Preparation Instructions**

This Data Item shall comply with the general format, content and preparation instructions set out in Part 1 (INTRO) and Part 2 (PM) of the SOW.

**Format and Content**

**General**

The Supplier’s Schedule shall:

* 1. be developed using Primavera P6 or a similar program compatible with Primavera P6;
  2. support the PEP and (if required) the Purchaser’s Integrated Master Schedule (***IMS***) for the Project;
  3. follow the Purchaser’s WBS and SWBS (if required as part of Part 15 (EST) of the SOW);
  4. be resource loaded by identifying total hours against each activity (product or support task);
  5. not exceed the resource hours / allocation submitted in its relating proposal;
  6. identify the durations of each activity (if required to align with the AEP timeline);
  7. identify the float available on each activity;
  8. identify the milestones of each activity in accordance with the relating AEP (if required); and
  9. identify its critical path(s).

**Narrative Analysis**

If not addressed in the associated Status Report or Progress Report, each submission of the SMS shall contain an explanation of the cause of each rescheduled or forecast date that is later than the milestone's, or activity’s original scheduled date for the issue of the SMS in which the rescheduled date or forecast date is first reported. Subsequent issues shall address changes from previously reported dates. The narrative analysis for the SMS shall address possible impact on other milestones and activities, and shall describe recovery plans to minimise the impact (see also SDRL PM231 and DID PM231 Recovery Plan).