
Facilities Information Management System (FIMS) FY22 Data Validation Review

January 26, 2022



U.S. Department of Energy
Office of Asset Management (MA-50)

Bridge Inspection Verification

FIMS Bridge Safety Inspection Verification (v13.0)

Site:

0

FIMS Values

VERIFICATION QUESTIONS

Property ID	Property Name	Routine Inspection Date	Routine Inspection Frequency	Special Inspection Date	Special Inspection Frequency	Underwater Inspection Date	Underwater Inspection Frequency	Posted Load Rating/Restriction	Load Rating Date	Scour Evaluation	Critical Plan of Action	Seismic Vulnerability Evaluation	Traffic Volume Date	Usage Code Desc	Status	Size	Year Built	Are Routine, Special and Underwater Inspection Dates confirmed as being correct (Yes/No)	Are all inspection dates within established inspection frequency? (Yes/No)	Are all reports signed and dated by a certified Bridge Inspector? (Yes/No)

- Provides the following information on each bridge:

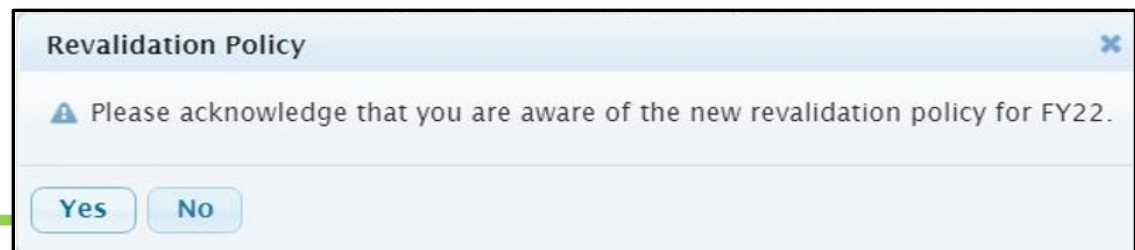
Property ID	Underwater Inspection Date	Seismic Vulnerability Evaluation
Property Name	Underwater Inspection Frequency	Traffic Volume Date
Routine Inspection Date	Posted Load Rating/Restriction	Usage Code Desc
Routine Inspection Frequency	Load Rating Date	Status
Special Inspection Date	Scour Evaluation	Size
Special Inspection Frequency	Scour Critical Plan of Action	Year Built

Contact Bill Seifert, MA-50, william.seifert@hq.doe.gov, for any questions related to Bridges, Tunnels, and Culverts and their inspections

Data Correction During the Validation

New

- Data correction during the Validation is no longer allowed
- The Validation must be completed without correcting any data
- If time permits during your scheduled validation, a revalidation of yellow and/or red scored data elements may occur
 - Otherwise, these data elements are to be added to your Site Correction Action Plan (CAP)
- Sites will be required to acknowledge this new process when generating the DOE Owned Data Validation Reporting form



Revalidation Policy

⚠ Please acknowledge that you are aware of the new revalidation policy for FY22.

Yes No

Revalidating During Your Validation

New

First, complete your validation of all 4 forms/scorecards (if applicable) prior to making any corrections

- ❑ These original scorecards are to be preserved
 - Rename each of the original forms/scorecards to append '-Original' to the end of the file name; i.e. DOE_owned-Original.xlsx

■ To revalidate within the scheduled validation:

- Obtain an updated/corrected source document(s) from the SME
 - Update all FIMS assets with the corrected source document data
 - Generate new Data Validation Reporting Form(s)
 - Revalidate the corrected data element(s)
 - Rename forms/scorecard to append '-Revalidated' to the end of the file name; i.e. DOE_owned-Revalidated.xlsx
- ## ■ Send both sets of forms/scorecards to HQPO and OAM (MA-50)
- ❑ Original and Revalidated

Sample Revalidation Scorecard

				Verifications			
Overall Scorecard Rating of FIMS Data		Existing Asset Check		Bridge Safety Inspection	Bridge & Culvert	Public Access Roads	In-Situ
Status		Score		Score	Score	Score	Score
Corrective Action Plan Progress							
Data Element	Requirements	Freq of Variance (FIMS vs. Source)	Score	Notes/Recommendations			
8	Repair Needs	B, T, S	0%	GREEN	Revalidated		
9	Deferred Maintenance	B, T, S	0%	GREEN			
10	Inspection Date	B, T, S	0%	GREEN			
11	Asset % Utilized	B, T, S	0%	GREEN			
12	Total No of Federal	B, T	0%	GREEN			
13	Total No of Contr Employees	B, T	0%	GREEN			
14	Replacement Plant Value	B, T, S	0%	GREEN	Revalidated		
15	Annual Actual Maintenance	B, T, S	0%	GREEN			
16	Annual Required	B, T, S	0%	GREEN			
17	Functionality Assessment	B, T, S	0%	GREEN			
18	Modernization Cost	B, T, S	0%	GREEN			
19	Overall Asset Condition	B, T, S	0%	GREEN			
20	Historic Designation	B, T, S	0%	GREEN			
21	Excess Indicator	B, T, S	0%	GREEN			
22	Excess Date	B, T, S	0%	GREEN			
23	Estimated Disposition Year	B, T, S	0%	GREEN			
24	GSA Notification Submitted	B, T, S	0%	GREEN			
25	GSA Notification Accepted	B, T, S	0%	GREEN			
26	Outgrant Indicator	B, T, S	0%	GREEN			
27	Roads - Public Access Miles	S	0%	GREEN			
28	Roads - Public Access Lane	S	0%	GREEN			
29	Year Built	B, T, S	0%	GREEN			
30	Adjustment - Capitalized	B, T, S	0%	GREEN			
31	Adjustment Cost	B, T, S	0%	GREEN			
32	Location	B, T, S	0%	GREEN			
33	Operating Cost	B, T, S	0%	GREEN			
General Comments and Recommendation:				This is a revalidation of Repair Needs and RPV.			

- Mark each data element
- List revalidated data elements in the General Comments

Corrective Action Plan (CAP)



- All sites must use the Standard CAP template found on FIMS website at

<https://fims.doe.gov/fimsinfo/doc.html>

Corrective Action Plan (CAP)									
Site Name: SRS		FIMS Administrator: Bill Adams			Date CAP Opened: 5/2/2020				
					Date CAP Closed: 5/2/2021				
<input type="button" value="Click to Add Line"/>									
Scorecard	Data Element	Rating	Subject Matter Expert and Contact Information	Validation Date	Planned Date to Mitigate	Actual Date Mitigated	Explain Data Issue	Explain Corrective Action	Cause of Issue
EXAMPLE Owned	Asset % Utilized	Red	Will Smith, will.smith@hq.doe.gov 555-555-5555	4/6/2020	10/21/2020	12/12/2020	EXAMPLE: Site did not conduct the Annual Utilization Survey for 10 assets	EXAMPLE: Site will review why these 10 assets did not have a Utilization Survey. Site will update process after findings to ensure the utilization survey is conducted on all assets	EXAMPLE: Discovered the zone manager for these 10 assets did not turn in his paperwork to the SME

- CAP is only required for data elements that cannot be revalidated within the scheduled validation period
- There should be one CAP plan for a site
 - If an open CAP exists from a previous year, add to that one

Other FY2022 Additions

■ Inspection Date

- Required for DOE leased and GSA Occupancy Agreements
- Sample Lease Inspection form
 - <https://fims.doe.gov/fimsinfo/downloads.html>

■ Excess Date

- The Excess Screening log is not an acceptable source document
-

FY22 Validation Date Updates

- FY2022 FIMS Validations are to occur between January 15th and July 31st
 - Site that are subject to Quality Assurance visits have until September 16th to complete their validations
 - Revalidation is required before July 31, 2022
 - Sites that are subject to Quality Assurance visits in August or September have until September 16, 2022
-

FY2022 Data Validation Training

- Virtual training scheduled
 - February 9 – 10, 2022
 - 12 – 4pm eastern
 - Webex platform
 - Email announcement will arrive soon
-