



US Army Corps
of Engineers
HTRW Center of Expertise

FUDS Information Improvement Program (FIIP)

Army Environmental Cleanup Workshop
31 Jan – 2 Feb 2006
San Antonio, TX





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Introduction to FIIP

- What is it?
 - Corps-wide systematic process for managing project file documentation
- Why is FIIP necessary?
 - Prevents loss of key project documentation
 - Ensures project file documents support project decisions
 - Supports development and maintenance of the Administrative Record File





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Introduction to FIIP

– The Problem

- FIIP baseline shows 10,230 FUDS properties
- 5027 projects
- Decades worth of documentation
- Numerous changes in project managers over the years
- Loss of key project documentation supporting project decisions
- Introduction of email communication





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Introduction to FIIP

– The Solution

- Established Corps wide standardized method of managing project files
- Identified a HQ/MSC/CX project delivery team (PDT) to address the problem
- Issued PMP
- Developed and issued implementation guidance





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FIIP Goals

- Minimize documentation loss by digitizing key project documents and upload onto the Corps FUDS Project Information Retrieval System (PIRS)
- Ensure project documentation supports project decisions for either further action or NDAI
- Ensure project documentation is readily available that supports project annual cost-to-complete (CTC) estimates
- Make appropriate project documents more easily available to regulators





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FIIP Process

Consists of 6 Tasks to:

1. Organize, mark and digitize project files according to a standard protocol
2. Ensure project file documentation supports project decisions and provide recommendations for required “fixes”
3. Implement recommendations to correct deficiencies
4. Ensure FUDSMIS data matches actual project file information
5. Have MSCs certify that Tasks 1-4 are adequately completed
6. Have HTRW CW to perform a 10% QA review





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Implementation

- Contracting Options
 - External contractor – performs majority of work at location outside district offices
 - “Internal” contractor – performs all work at district offices
- USACE in-house labor
 - All work performed by Corps personnel
- Hybrid of both





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PIRS

- Managed and maintained by the Rock Island District
- Used solely as an electronic library for final documents – is not intended as a working data base nor for document holding/retirement
- Regulators can be provided passwords for projects within their states (EPA for their regions)
- [PIRS Homepage](#)
- [District Project List](#)
- [Project Checklist](#)





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Tracking Completions

- Established a FIIP status tracking screen in FUDSMIS
- Shows scheduled and actual completion times
- Generates reports necessary for upward reporting





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Successes

- Currently, more than 95,000 documents loaded onto PIRS
- Over 3.5 million pages
- Documents being uploaded daily
- Regulators very positive about “one stop shopping” for documents on PIRS

