

Entering Buildings – Shed Buildings

*This Guide Note provides information on the recommended process required to consistently record shed building data in the **Strategic Asset Management Information System (SAMIS)**:
https://dit.sa.gov.au/facilities_management/agfma_information_systems/samis*

A good knowledge of system behaviour and asset class requirements is required in conjunction with the use of SAMIS Guide Notes.

For assistance contact: DIT.AGFMAServiceDesk@sa.gov.au

In accordance with the Building Code of Australia (BCA) Shed Buildings are recorded in SAMIS under the 'Building' asset class with only the minimal data recorded to reflect the more 'simplex' structure. Shed Buildings are differentiated in port[e]co for reporting, cost calculations and floor plan requirement purposes.

This Guide Note assists with the creation of a Shed Building in port[e]co for all SAMIS facilities. Where Agencies have defined requirements outside the scope of this Guide Note, Users will be directed to the alternative 'agency specific' Guide Note.

- Plans
- Data

Drawings

- ALL Shed Buildings are to be shown on the Site Plan drawing, depicted by Building Type. Shed Building Types are:
 - o Shed
 - o Shelter
 - o Bike Shed
 - o Lunch Shed
 - o Freestanding Carport
 - o Freestanding Garage
 - o Covered Way
 - o Gazebo
 - o Glass House
 - o Pavilion
 - o Rotunda
 - o Shade Structure
 - o Arbour / Trellis
 - o Animal Shelter
 - o Freezer / Cool Room
 - o Silo
 - o Toilet Block

- Naming Conventions are maintained for consistency in port[e]co and the following details should be applied on the drawing with matching details maintained in Asset Register.
 - **Asset Name**
Shed 1 Drawing Legend to be maintained at current
 - **Local Name**
Upper Case text entry depicting the 'Shed' Use

Refer diagram below:

BUILDINGS	
1	ADMINISTRATION
1A	GENERAL TEACHING
2	RESOURCE
3	CANTEEN
3H1	GALV. IRON SHED
SH2	CORR. IRON STORE SHED
SH3	COLORBOND SHED
SH4	COLORBOND GARAGE

Asset Name is indicated by a red box around the first column (1, 1A, 2, 3, 3H1, SH2, SH3, SH4).
Local Name is indicated by a red box around the second column (ADMINISTRATION, GENERAL TEACHING, RESOURCE, CANTEEN, GALV. IRON SHED, CORR. IRON STORE SHED, COLORBOND SHED, COLORBOND GARAGE).

- **SVG Links**

The Building class attributes requires the entry of an SVG link, the SVG link is made up of the Facility Number and the associated Shed Building Number.

Shed 1 NNNNN-AANN, 12345-SH01, 12345-SH02, etc.....

Refer diagram below:

Floorplan SVG link	<input type="text"/>
SVG Link	00687-S01

Data

- Naming Conventions are maintained for consistency in port[e]co and the following details are applied in the Asset Register with matching details recorded on the Site plan drawing.
 - **Asset Name**
Shed 1 Shed Building to be Title Case + Shed No.
 - **Local Name**
Title Case text entry depicting the 'Shed' Use

Refer diagram below:

Class *	Building
Name *	Shed 1
Local Name	Groundsmans Shed
Description	

- Acquisition Date – entered at DD/MM/YYYY to record the 'Year Built' and calculated the expected lifecycle replacement year (PRY).
- Asset Types – only 'Shed Building' Types are to be assigned as per the above list Identification of Asset Type is mandatory at project commencement. This is the responsibility of the owning Agency.

