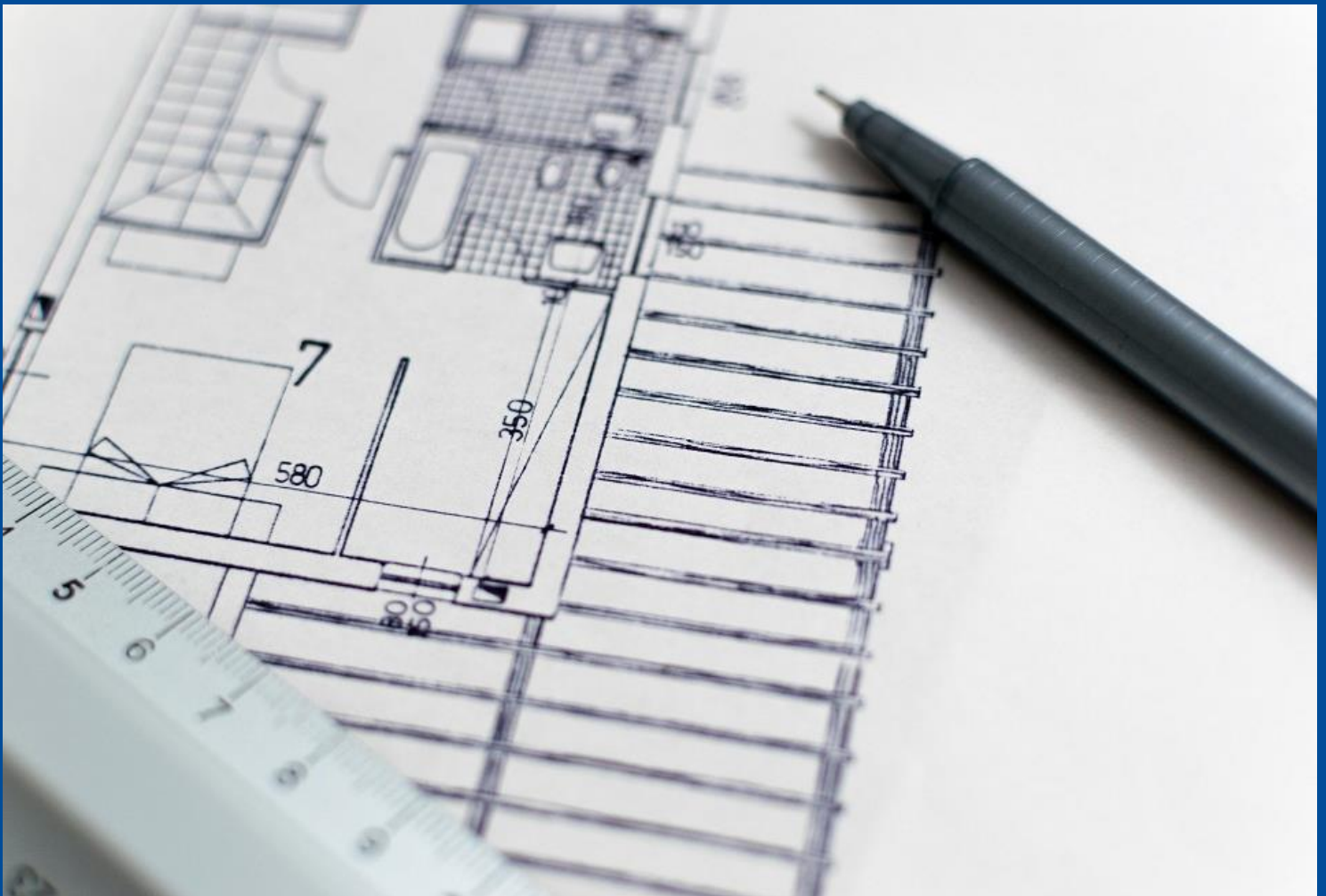




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A short guide to some of the key requirements of The Construction (Design & Management) Regulations 2015



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The Construction (Design & Management) Regulations 2015 places legal duties on all parties involved in a construction project; duties which are enforceable by criminal law. Failing to comply with the CDM Regulations could mean that work on a project is stopped. It could also result in enforcement action, fines and prosecution. This checklist has been produced to assist parties with some of the key duties required to be fulfilled by the Regulations.

DUTY	
	Designer/ Contractor Legal Duty Regulations 9 and 15 state that a designer/contractor must not carry out design or construction work in relation to a project, unless satisfied that the client is aware of the duties owed by the client under the CDM Regulations.
1.	You should ensure the Client is made aware of their duties, for example by providing them with a copy of 'HSE Guidance for Clients' at quotation or appointment stage, which provides them with a brief outline of their duties under the Regulations. If they are unsure of what they should be doing, help them understand their duties or direct them to a CDM consultant such as Daniel Connal Partnership or an alternative consultant who you use and trust, who will be able to assist further.
2.	When do the CDM Regulations Apply? The CDM Regulations apply to ALL projects . The old requirement for CDM to only apply if the works are over a notifiable threshold no longer applies. The Regulations apply whether the project is short or long in duration, for both domestic and commercial schemes.
3.	When should a Principal Designer/ Principal Contractor be appointed? If the project involves more than one Contractor, the Client must appoint a Principal Contractor and a Principal Designer as soon as possible and until done so, they assume both roles and duties required to be fulfilled.
4.	What and who is a Principal Designer? A Principal Designer can be an organisation or individual who is appointed by the Client (commercial or domestic) to take the lead in planning, managing, monitoring and coordinating health and safety during the pre-construction phase (design and planning stage) of a project involving, or likely to involve, more than one Contractor. If you have been asked to act as Principal Designer but are unsure of the role, or if one has not been appointed, you could recommend a CDM consultant such as Daniel Connal Partnership are engaged to act as CDM Advisor or potentially take on the Principal Designer role.
5.	When is a Notification Form F10 required? A construction project is notifiable if the construction work is expected to: <ul style="list-style-type: none"> · last longer than 30 working days and have more than 20 workers working at the same time at any point on the project or · exceed 500 person days The Client should raise the F10 with HSE or they could request someone does it on their behalf. A CDM Advisor could assist if appointed.

6.	<p>Pre-Construction Information Pack</p> <p>The pre-construction information pack (PCI) provides information for those designing, bidding for, or planning work and for the development of the construction phase plan. It should be provided by the Client and developed by the Principal Designer. It should include:</p> <ul style="list-style-type: none"> · Anticipated dates (planned start and finishing dates of the construction phase) · Details of Client, Principal Designer, Designers, and other consultants. · Extent and location of existing records and plans <p>A CDM Advisor can prepare this if appointed.</p>														
7.	<p>Asbestos Refurbishment and Demolition Survey</p> <p>A Refurbishment/Demolition Survey is required where the premises, or part of it, need upgrading, refurbishment or demolition. The Survey must locate and identify all ACM before any structural work begins at a stated location or on stated equipment at the premises. It involves destructive inspection and asbestos disturbance. The area surveyed must be vacated, and certified 'fit for reoccupation' after the survey.</p>														
8.	<p>Construction Phase Plan</p> <p>A construction phase plan is required to be prepared by the Contractor/Principal Contractor on every construction project. It should be developed before work starts on site and contain information on how health and safety will be managed throughout the construction phase. No works can commence until this document is in place.</p>														
9.	<p>Monitoring Health & Safety Arrangements</p> <p>Regulations 4 and 5 of the CDM Regulations requires the Client to ensure suitable arrangements are in place for managing a project and for maintaining and reviewing these arrangements throughout, so that the project is carried out in a way that manages the health and safety risks.</p> <p>Regulations 13 and 15 of the CDM Regulations requires the Principal Contractor to ensure work is carried out without risks to health and safety.</p> <p>To ensure the above duties are fulfilled, site safety inspections can be conducted by the Principal Designer (if competent) or (if appointed) by the CDM Advisor or an independent health and safety consultant appointed by the Client or Principal Contractor. A site audit would cover the following areas:</p> <table border="0"> <tbody> <tr> <td>Site Documentation</td><td>Training/Competence</td></tr> <tr> <td>Welfare Facilities</td><td>First Aid/RIDDOR</td></tr> <tr> <td>Fire Safety and Emergency Procedures</td><td>PPE arrangements</td></tr> <tr> <td>Site security</td><td>Traffic management</td></tr> <tr> <td>Circulation routes</td><td>Site tidiness/waste</td></tr> <tr> <td>Work at height arrangements</td><td>Plant/machinery/equipment</td></tr> <tr> <td>Occupational health risks (dust)</td><td>Demolition and Excavation work</td></tr> </tbody> </table>	Site Documentation	Training/Competence	Welfare Facilities	First Aid/RIDDOR	Fire Safety and Emergency Procedures	PPE arrangements	Site security	Traffic management	Circulation routes	Site tidiness/waste	Work at height arrangements	Plant/machinery/equipment	Occupational health risks (dust)	Demolition and Excavation work
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10.	<p>Health and Safety File</p> <p>The health and safety file contains health and safety information needed for future use, cleaning and maintenance of the building or structure. It is created throughout the project by the Principal Designer, with information gathered from the Principal Contractor, other designers and contractors. The health and safety file must be produced on any project with more than one contractor (including subcontractors).</p>														

For more information on Principal Designer/CDM Advisor Services, or any queries in respect of compliance with the Construction (Design & Management) Regulations 2015 please contact Jon Rensink on **07785 425295** or email on jr@danielconnal.co.uk

DCP Safety and Training is part of Daniel Connal Partnership Chartered Surveyors, providing classroom training, e-learning and health and safety support services

