

Designer

Concept Phase:

- Inform the client of their duties.
- Take steps to avoid risks to the health & safety of any person involved in all phases of the project from construction to eventual demolition.
- Identify and eliminate hazards which may give rise to risks.
- Ensure that any structure designed for use as a workplace has been designed so as to comply with the provisions of the workplace (Health, Safety & Welfare) Regulations 1992.

Design Phase:

- Continue to develop design in accordance with principles of criteria set out in concept phase.
- Help prepare tender documentation and input to pre-tender health & Safety information.
- For notifiable projects, ensure that a CDM co-ordinator has been appointed before commencing design.
- For notifiable projects, ensure that all the information relating to the design which is likely to be included in the pre-tender information is promptly provided to the CDM co-ordinator.

Tender Phase:

- Continue to develop design.

Construction Phase:

- Continue to develop design - in the case of additional work or changed scope of works ensure that CDM co-ordinator and principle contractor and contractors are fully involved at an early stage.
- Provide information to co-ordinator for the health & safety file.

Principal Contractor

Concept Phase:

- If involved at this stage, consider if you possess the competences to carry out the project safely.
- Assist in identifying hazards and risks and consider how to eliminate or investigate the effects.
- Consider any temporary works which may be required and liaise with CDM co-ordinator and designer to ensure that such works can be incorporated onto the project with due regard to health & safety.

Design Phase:

- Continue duties identified in the concept phase.

Tender Phase:

- Ensure that the tender includes plans for providing welfare facilities from the start of construction work.
- Consider the pre-construction health & safety information pack when compiling their tender.
- Identify contractors and ensure that they provide input into health & safety at an early stage.

Construction Phase:

- Do not commence construction until they know:
 - 1 The Client is aware of his duties.
 - 2 A CDM co-ordinator has been appointed and an F10 issued for notifiable projects.
 - 3 Suitable and adequate welfare facilities are available.
 - 4 A suitably developed construction phase health & safety plan has been approved by the client.
- Continue to plan, manage and monitor construction work in a way which ensures it is carried out without risk to health & safety.
- Ensure that contractors have adequate and appropriate competences.
- Ensure that contractors are informed of the amount of time allowed for planning and preparation.
- Ensure that workforce and contractors are provided with information and training.
- Take reasonable steps to prevent access by unauthorised persons to the site.
- Pass on all relevant information promptly to the CDM co-ordinator to compile the health & safety file.

Attention to detail
drives Success!

innov8



CDM Co-ordinator.
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Be in the Orange

Innov8 Safety Solutions:

We offer practical solutions tailored to suit the specific needs of your business or project that work in the real world, based on clear vision, intelligence and an understanding of your own values, to produce a measurable difference in your performance.

Core Services:

- Innov8 CDM Services.
- Innov8 Fire Risk Assessment.
- Innov8 Safeguard Member Services.

Core Benefits:

- Higher value services.
- Achieving competitive advantage for our customers.
- Delivering working solutions that add value to our customer's business.

The fundamental message of the Construction (Design & Management) 2007 Regulations is clear Health & Safety is everyone's business and must be planned-in from the beginning and taken into account throughout a project.

Innov8 Safety Solutions has fulfilled the role of CDM Co-ordinator and Principle Contractor on numerous projects. In addition, we have been consulted by numerous clients with respect to CDM on many projects, particularly with regards to the responsibilities placed on various Duty Holders.

Innov8 Summary of Key Changes:

- 1 The Construction (Health, Safety & Welfare) Regulations will now be combined with CDM.
- 2 New single trigger of 30 days or 500 person days, for appointments, notification and H&S Plan.
- 3 Increased responsibilities on clients to ensure adequate management arrangements are in place.
- 4 Removal of Clients Agent appointment.
- 5 Planning Supervisor is removed and new duty holder CDM Co-ordinator introduced.
- 6 Designers to ensure designs comply with Workplace Regulations.
- 7 Clarity in relations to competence assessments.
- 8 Pre-Tender H&S Plan replaced with information pack.

Client

Concept Phase:

- Structure all contracts to allow other duty holders to carry out their duties.
- Ensure that design specification complies with the provisions of the workplace (Health, Safety and Welfare) Regulations 1992.
- Ensure that every person designing the structure and every contractor who has been or is likely to be appointed is promptly provided with relevant information e.g. any as-built drawings or asbestos surveys.
- Appoint a competent designer.
- Appoint a competent CDM co-ordinator where the project is notifiable. Where the project is not notifiable, consider how to obtain suitable and sufficient advice to manage health & safety obligations.

Design Phase:

- Provide information for pre-construction health and safety information pack and tender documents.
- Consider how contracts will fulfill this obligation to provide welfare facilities and how quickly this can be achieved.
- Where the contractor allows, involve the principal contractor and any specialist contractor to ensure that designs can be constructed safely.
- Ensure that designers have robust procedures to ensure that health and safety is properly considered at all stages of design development.

Tender Phase:

- Ensure that the pre-construction health and safety information pack forms part of the tender document.
- Ensure the tender documents inform the contractor of any arrangement for providing welfare facilities for the workforce.
- Ensure that contractors on the tender list have sufficient and suitable competences and resources appropriate for the project.
- Allocate a proper and reasonable time for contractors to plan and to price the project with proper regard to health and safety.

Construction Phase:

- Ensure principle contractors has adequate time to develop a construction phase health and safety plan prior to work commencing.
- On completion, receive health & safety file from CDM co-ordinator and pass to maintenance & construction workers.

CDM Co-Ordinator

Concept Phase:

- Inform the client of his duties.
- Notify the project to HSE via form F10.
- Propose timetables for pre-construction health & safety information pack.
- Consider contents of the pre-construction health & safety plan.
- If requested, advise the client on competences and resources which the designer, principle contractor and contractors will need.

Design Phase:

- Collect and distribute information from the client. It must go to all involved in the design and must be incorporated in the pre-construction health and safety information pack to be issued to all tenderers.
- Make sure all parties talk to each other.

Tender Phase:

- Provide and distribute the pre-construction health and safety information pack to accompany the tender documents.
- If required, advise the client in selecting the principle contractor.
- Update the F10 notification to HSE as principal contractor is identified.
- Plan and structure the health and safety file and include information on in the tender document.
- Ensure that principle contractor and contractors have systems to manage health and safety in their temporary works procedures.

Construction Phase:

- Talk to all parties about their health & safety responsibilities.
- Update the F10 notification to HSE as principal contractor is identified.
- Advise the client of the adequacy of the principal contractor's construction phase health & safety plan.
- Ensure that principal contractor & contractors have systems to manage health & safety in temporary works.
- The CDM co-ordinator does not have any responsibilities to monitor the activities of the principal contractor and his contractors.
- On completion of the phase, issue the health & safety to the client.