| Project- | Old Gloucester Street, London | Date- 06/05/2016 |
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| CLIENT CDM2015 DUTY | DESCRIPTION | Guidance, actions & evidence recorded here |
| Notification to Enforcement AuthorityCDM Reg 6,1-2 | Requirement to provide HSE with project particulars including description, list of duty holders, key dates, number of contractors etc. | Not notifiable. |
| Arrangements for Safety ManagementCDM Reg 4,1-3 | Holistic duty to make suitable (documented) health and safety management arrangements an maintain such arrangements throughout. | Project team using this checklist for clarity on arrangements.  |
| Designer AppointmentsCDM Reg 8,3 | Requirement to ensure any designer engaged directly by the client has the necessary skills, knowledge and experience to satisfy their CDM obligations. | Buchanan Hartley Appointed in writing.  |
| Principal Designer Appointment and CompetenceCDM Reg 5,1,a & 8.3 | Requirement to appoint the principal designer (in writing) who shall be a designer in control of the pre construction phase. Also, duty to ensure they have appropriate skills, knowledge and experience to undertake the role. | Buchanan Hartley Appointed as Principal Designer. RIBA CPD covering CDM 2015. |
| Pre Construction InformationCDM Reg 4,4 | Requirement to provide pre construction information to all CDM appointees and those considered for appointment. | Recommendations-Asbestos survey(R&D)Structure conditional report.Ground Investigative report. |
| Principal Designer ComplianceCDM Reg 4,6,a | Ensure that the principal designer complies with their statutory duties. | PCI-As aboveDesign risk management-Hazards Identified=Building condition, Interface with Highways, rear lift interface with existing wall, working at height. Non of which are unusual and difficult to manage. Design safety contributions-reducing hot works, highlighting lift pit interface with rear wall.H&S file- Contributions to include;As built/installed drawings.Lift O&M & commissioning information.Asbestos survey.Ground survey. |
| Principal Contractor Appointment and CompetenceCDM Reg 5,1,b & 8.3 | Requirement to appoint principal contractor to plan, manage and monitor the construction phase. Also, duty to ensure they have appropriate skills, knowledge and experience to undertake the role. | Principal contractor appointed in writing (Formal works order, contract etc) Skills, Knowledge and experience to be based on –Accreditation(CSCS, CPCS, ISO, Guild of master craftsmen, city and guilds, NVQ etc)Experience- experience of similar works.Site manager/supervisor with SMSTS or equivalent qualification.  |
| Construction Phase PlanCDM Reg 4,5,a | Ensure that a suitable and sufficient construction phase plan is drawn up ahead of work commencing. | Principal contractor to produce before work starts. Should meet requirements of appendix 3 of CDM L153 ‘Managing H&S in Construction’.  |
| Principal Contractor ComplianceCDM Reg 4,6,b | Ensure the principal contractor complies with their statutory duties. | Evidence of compliance (implementing construction phase plan)-1. Suitable public safety
2. Shoring for excavations
3. Temporary propping for structural works
4. Edge protection for working at height
5. Emergency procedures (First aid, fire extinguishers etc)
6. Site manager undertaking daily H&S monitoring.
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| Site Welfare FacilitiesCDM Reg 4,1,b | Requirement to ensure compliant welfare facilities are provided prior to works commencing and throughout. | To meet principles of Schedule 2 of CDM L153 ‘Managing H&S in Construction’. |
| Health and Safety FileCDM Reg 4,5,b | Requirement to ensure that principal designer prepares a suitable and sufficient health and safety file for the project. | Principal Contractor to produce-As built/installed drawings.Lift O&M & commissioning information.Asbestos survey.Ground survey. |