| **Project:****Submission Date: Review By:****Reg 12 (1) Submission – Principal Contractor**  |
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| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| **1.0 Description Details** |
| 1.1 | Project Description | Enabling WorksSite Clearance / DemolitionInfrastructure WorksMain Works |  |  |
| 1.2 | Programme Details | Start DateIntermediate Stage Dates Finish Date |  |  |
| 1.3 | Project Team Details  | ClientDesignersPrincipal DesignerPrincipal ContractorContractors/SuppliersOthers |  |  |
| 1.4 | Extent and Location of Existing Records and Plans | Existing DrawingsAsbestos Surveys ./ Management PlansCondition SurveysSoil SurveysServicesH&S Files |  |  |

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| **2.0 Management Of The Work** |
| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| 2.1 | Management Structure and Responsibilities | Management Structure / Organisation ChartCompany H&S ManagerContracts ManagerProject ManagerSite ManagerFire Safety Co-ordinator |  |  |
| 2.2 | Health and Safety Aims / Goals for the Project | Statutory RequirementsPerformance Standards |  |  |
| 2.3 | Arrangements for Monitoring and Review | H&S Inspections / FrequencyH&S Meetings / FrequencySafety Method StatementsIncident incl. Accidents / Near MissesConstruction Phase Plan |  |  |
| 2.4 | Arrangements for Co-operation between the Project Team on Site and Co-ordination of their Work | H&S MeetingsFrequency of Contact |  |  |
| 2.5 | Arrangements for Consultation with Workforce | Safety MeetingsFrequency of Contact |  |  |
| 2.6 | Arrangements for Handling Design Changes and Exchange of Design Information | Site MeetingsProject ReviewsRelevance to Health and Safety |  |  |
| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| 2.7 | Arrangements for Selection and Control of Contractors and Suppliers | Competence and Resource Checks Material Safety Data SheetsCOSHHRisk Assessments / Method StatementsPlant SelectionOperator Training |  |  |
| 2.8 | Arrangements for Exchange of H&S Information | Site MeetingsProject Reviews |  |  |
| 2.9 | Arrangements for Security | Securing the SiteExcluding Unauthorised PersonsSurveillance |  |  |
| 2.10 | Arrangements for Site Induction and On-site Training | InductionH&S TrainingToolbox TalksSpecific Awareness TrainingCSCS, CPCS, CISRS  |  |  |
| 2.11 | Arrangements for Welfare Facilities from the Start of Construction | Detailed ProvisionsMaintenance ArrangementsRequirements of Schedule 2 of CDM 2015 |  |  |
| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| 2.12 | Arrangements for Reporting and Investigating Incidents incl. accidents and near misses | Responsibilities for Reporting Including Reporting to HSEResponsibilities for Investigating |  |  |
| 2.13 | Arrangements for Risk Assessments and Method Statements | Responsibilities for PreparingResponsibilities for ApprovingCommunication |  |  |
| 2.14 | Site Rules | CommunicationVisitor arrangements  |  |  |

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| **3.0 Fire And Emergency Arrangements** |
| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| 3.1 | Fire and Emergency Procedures | CommunicationFire & Emergency Plan Alarm, Escape Routes, Assembly PointOther Emergency Situations |  |  |
| 3.2 | Arrangements for First Aid | Qualified PersonsCover During Shift WorkLocation of First Aid Boxes / Facilities |  |  |
| **4.0 Arrangements for Controlling Significant Risks** |
| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| 4.1 | Site Establishment | Site ClearanceFencing and HoardingsErection of Site HutsConnections to ServicesTraffic ImplicationsPublic SafetySecurity |  |  |
| 4.2  | Further Significant Risks arising from Initial Works Activities  |  |  |  |
| 4.3 | Risks identified within Pre-construction Information |  |  |  |
| 4.4 | Specific Site Risks listed in Schedule 3 of the CDM 2015 |  |  |  |
| **5.0 Health and Safety File** |
| **Ref** | **Topic** | **Key Words** | **Compliant****(Y/N/NA)** | **Comments** |
| 5.1 | Arrangements for the Collection and Gathering of Information | ResponsibilitiesCollatingStoragePassing to Principal Designer / Client |  |  |

**Assessment of the Principal Contractor’s Construction Phase Plan Report**

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| **Initial Construction Phase Plan****Review By <insert>** |
| Project: |  |
| Principal Contractor: |  |
| Scope Of Review: | This review has been carried out by <insert> acting as principal designer in accordance with the Construction (Design and Management) Regulations 2015. |
| Basis Of Review: | The principal contractor’s Construction Phase Plan submitted to the principal designer on <insert> |
| Summary Of Review: | The attached checklist summarises the principal designer’s comments. <Attach the completed checklist> |
| Conclusion: | <The reviewer should select from the following:Either‘The principal contractor has prepared a Construction Phase Plan which complies with Regulations 12(1) and (2) and the client can be satisfied that the requirements of Schedule 2 (minimum welfare facilities for construction sites) will be complied with during the construction phase. Consequently the duties imposed on the client by Regulations 4(2) (a) and (b) and 4(5) (a) a have been discharged.’ |
| Or‘The principal contractor has not prepared a Construction Phase Plan which complies with Regulations 12(1) and (2)and/orThe client cannot be satisfied that the requirements of Schedule 2 (minimum welfare facilities for construction sites) will be complied with during the construction phase.Consequently the duties imposed on the client by Regulations 4(2) (a) and (b) and 4(5) (a) cannot be discharged. It is, therefore, not in order for the client to permit the construction phase of the project to start.The principal contractor has been asked to submit additional detail and, on receipt of this information, a further review will be carried out and the client advised accordingly.’> |