

CDM REGULATIONS 2015 - PRE-CONSTRUCTION INFORMATION	
PROJECT INFORMATION	
<b>SITE:</b>	Corby International Pool, Parkland Gateway, George St, Corby NN17 1QB
<b>PROJECT:</b>	Corby International Swimming Pool Mechanical & Electrical replacement works.
<b>COMPLETED BY:</b>	Ozlem Thomson
<b>DATE:</b>	21st of November 2019

PROJECT DETAILS	
<i>Description of Works</i>	The works include for Calorex units refurbishment, installation of new ventilation to Undercroft plant including controls and power, pool cover installation and electrical power supply to ventilation and for pool cover installation and all necessary builders work in connection. Provide all necessary site preliminaries including site compound, containers, security fencing and ensuring site H&S at all times. The contractor shall act as the principle contractor under CDM 2015 Regulations.
<i>Site Occupancy:</i>	Works are planned in occupied site within pool and plantroom premisses with minimal disruption to the site.

CLIENT			
<i>Organisation:</i>	Leisure Manager   Culture and Leisure Services   Corby Borough Council   Corby East Midlands International Pool   Parkland Gateway   George Street   Corby   Northants   NN17 1QG		
<i>Contact Name:</i>	Roger Jones - Roger.Jones@corby.gov.uk	<i>Telephone No:</i>	01536 464000   Direct Dial   07540 783 885 Mobile

PRINCIPAL DESIGNER			
<i>Organisation:</i>	Kier Design & Business Services		
<i>Contact Name:</i>	Ozlem Thomson	<i>Telephone No:</i>	07989 532456

PRINCIPAL CONTRACTOR			
<i>Organisation:</i>	TBA		
<i>Contact Name:</i>	TBA	<i>Telephone No:</i>	TBA

F10 NOTIFICATION	
<i>Notification Required:</i>	NO
<p><i>A project is notifiable if the construction work is scheduled to:</i></p> <ul style="list-style-type: none"> <li>- last longer than 30 working days with more than 20 workers working simultaneously; or</li> <li>- exceed 500 person days of work.</li> </ul>	

OTHER KEY SUPPORTING DOCUMENTATION	
<i>Document</i>	<i>Reference No. / Additional Info.</i>
Pre-Construction Information compiled by CDM Advisor	YES
Client Site Rules	YES
Client Considerations & Management Requirements	YES
Design Hazard Register	YES
Site Assessment Document	YES
Portfolio Record Plans	YES
Mains Service Record Plans	NO - N/A

## CDM REGULATIONS 2015 - PRE-CONSTRUCTION INFORMATION

### CLIENT SITE RULES

*The Principal Contractor's Site Rules must incorporate the following client requirements:*

01	Compound and work areas to be kept secure to prevent authorised access
02	Contractor vehicles and plant to be limited to 5mph within the curtilage of the site.
03	Contractor vehicles and plant to have trained banksman guidance during reversing operations.
04	Plant and Equipment is to be inspected before use.
05	Plant and Equipment is only to be used by trained and competent operatives.
06	All activities to be undertaken in a professional and courteous manner.
07	Written, spoken or implied abuse of anyone to anyone will not be tolerated.
08	Fraternising with occupants of the premises is not permitted.
09	The playing of music on occupied sites is not permitted
10	Smoking is not permitted anywhere on the site.
11	Possession of recreational drugs and solvents or alcohol on site is not permitted.
12	As a minimum at all times site standard PPE requirements must be adhered to.
13	Operatives to be appropriately dressed at all times (including no bare chests).
14	The lighting of fires is strictly prohibited on site.
15	The site must be kept clean and tidy and waste must not be left to accumulate.
16	Contractor to maintain emergency provisions on site.
17	Permit to work systems are to be enforced for higher risk operations including all hot works.
18	Cartridge tool fixing operations only permitted with prior consent of Principal Designer.

## CDM REGULATIONS 2015 - PRE-CONSTRUCTION INFORMATION

### CLIENT CONSIDERATIONS & MANAGEMENT REQUIREMENTS

*To be read in conjunction with 'Client Site Rules'*

In order to ensure the works are managed and delivered safely the client expects that the Principal Contractor will introduce measures to ensure the following items are addressed.

#### 1.0 HEALTH AND SAFETY BASICS

1.1	All Contractors must at all times comply with the provisions of The Health and Safety at Work Act 1974 and all other relevant legislation including the CDM Regulations 2015.
1.2	Contractors must take all necessary measures to ensure the health and safety of their own employees, others working on site, the general public and persons using or entering the place of work whether authorised or otherwise, who may be affected by their activities.
1.3	The Principal Contractor must ensure that at all times there is a named responsible person on site to supervise the works from a Health and Safety perspective.

#### 2.0 COOPERATION, COMMUNICATION AND CO-ORDINATION

2.1	The principal objectives relating to Health and Safety on the project rely on cooperation, communication and coordination between all parties.
2.2	The Principal Contractor will be required to confirm their arrangements for facilitating this including: <ul style="list-style-type: none"> <li>- Named responsible person on site</li> <li>- Site inductions &amp; tool box talks</li> <li>- Regular liaison with the head of the establishment</li> </ul>
2.3	If applicable the Principal Contractor must make additional arrangements to communicate with workers who have poor literacy skills or who are not fully literate in English.

#### 3.0 SEGREGATION OF THE WORKS

3.1	The Principal Contractor must ensure that at all times safety clearance zones are maintained between the construction activity and the construction site boundary.
3.2	All compound, storage and external working areas of the site must be within a securely fenced enclosure to prevent unauthorised access.
3.3	Fencing should not be less than 2m high solid hoarding or narrow gauge anti climb design.
3.4	All fencing must be adequately braced and supported and appropriately designed to ensure it remains stable.
3.5	In vulnerable areas (such as adjacent to public footpaths / play areas) additional measures should be incorporated for example solid hoarding or additional debris mesh protection.
3.6	Internal works areas must also be fully segregated to provide security, dust protection and 1/2 hour fire segregation as necessary.
3.7	Access into occupied areas will only be permitted with the prior consent of the head of the establishment.

#### **4.0 SITE ACCESS / PARKING**

4.1	Vehicular movements / deliveries must be planned to avoid peak traffic times.
4.2	Parking arrangements are to be agreed with the head of the establishment.
4.3	Vehicles must not be parked where they pose a hazard or obstruction to other road users.
4.4	Trained banksman guidance to be used to supervise deliveries and reversing manoeuvres.
4.5	The Principal Contractor must ensure that the compound and buildings are left secure and all equipment, tools and plant are secured, immobilised and/or cleared away at the end of each working day.

#### **5.0 LIFTING OPERATIONS**

5.1	All lifting operations must be undertaken in accordance with LOLER 1998.
5.2	Lifting operations beyond the confines of the site boundary / over occupied buildings are strictly prohibited.
5.3	Where necessary temporary barriers must be utilised to provide segregation.

#### **6.0 WORKING AT HEIGHT**

6.1	All work at height operations must be undertaken in accordance with the Work at Height Regulations 2005.
6.2	A sufficient safety distance must be maintained between all work at height operations and the boundary of the site.
6.3	Where a safety distance can not be achieved additional overhead safeguards must be provided to prevent the fall of materials onto persons below.
6.4	All scaffolding to be assembled/modified in accordance with a recognised standard (e.g. NASC TG20 for tube and fitting scaffolds) by trained operatives. Where a non-standard configuration is required this must be subject to a bespoke design with supporting calculations by a competent person.
6.5	Scaffold erection/dismantling will only be permitted within a segregated works area.

#### **7.0 TEMPORARY WORKS**

7.1	The Principal Contractor will be required to ensure that all temporary works required are designed, authorised, managed and inspected by a competent qualified person.
7.2	All temporary works proposals are to be submitted to the design team in advance for comment.

#### **8.0 MOBILE PLANT, TOOLS AND EQUIPMENT**

8.1	All mobile plant, operating tools and equipment must be properly maintained, serviced, inspected and tested as required by statutory requirements.
8.2	All operators must be trained, competent and authorised to use equipment.
8.3	Priority must be given to the use of either battery powered or low voltage 110v tools.

## **9.0 WELFARE & EMERGENCY ARRANGEMENTS**

9.1	The Principal Contractor will be required to maintain welfare provisions in accordance with Schedule 2 of the CDM Regulations 2015.
9.2	The Principal Contractor will be required to provide their own emergency provisions during the contract period including first aid and fire fighting.
9.3	The Principal Contractor is to develop an Emergency Plan confirming their management arrangements in the event of an emergency evacuation.
9.4	The Principal Contractor must liaise with the Head of the Establishment in order to coordinate the emergency arrangements during the works including method of raising the alarm.
9.5	The Principal Contractor must implement accident/incident reporting procedures including the requirements of RIDDOR 2013.

## **10.0 LONE WORKING**

10.1	Lone working on site should be avoided.
10.2	If lone working is required then the Principal Contractor must ensure suitable management procedures are in place.

*END OF DOCUMENT*

CDM REGULATION 2015 - PRE-CONSTRUCTION INFORMATION			DESIGN HAZARD REGISTER
<b>SITE:</b>	Corby International Pool, Parkland Gateway, George St, Corby NN17 1QB		
<b>PROJECT:</b>	Corby International Swimming Pool Mechanical & Electrical replacement works.		
<b>COMPLETED BY:</b>	Ozlem Thomson		
<b>DATE:</b>	21st of November 2019	<b>REVISION:</b>	
<i>To be read in conjunction with the 'Client Consideration and Management Requirements' and 'Client Site Rules'.</i>			
ELEMENT	ANTICIPATED HAZARDS	DESIGN CONSIDERATIONS TO REDUCE / MINIMISE RISK	FURTHER ACTION / INFO
<b>Site Access</b>	<i>Moving Vehicles</i>	Contractor access route to be shared with main vehicular entrance onto site	
	<i>Interface with Public Routes</i>	Restrict vehicles access and movements to avoid busy periods	
	<i>Highway Traffic</i>	Provide Site plan indicating proposed access route / fencing lines to CA prior to works	
	<i>School Traffic / Pedestrians</i>	Contractor to provide warning and directional signage and provide Banksman assistance	
<b>Occupant / Visitor Access</b>	<i>Moving Vehicles</i>	Pedestrian barrier to be provided to segregate vehicular and pedestrian routes	
	<i>Pedestrians</i>	Movement of plant/material to be strictly prohibited during key times	
		Suitable pedestrian barrier protection to blind corners to be provided along vehicular access routes	
<b>Works in Occupied Areas</b>	<i>Occupants</i>	Agree phasing and timescales with Head of Establishment to enable areas directly affected by works to be vacated	
	<i>Electrocution</i>	Utilise holiday periods when site is less busy	
	<i>Slips, Trips, Falls</i>	Keep adjoining occupied routes clear from the storage of materials and equipment	
<b>Fire Procedures - Existing Occupants Arrangements</b>	<i>Fire</i>	Site Fencing to be located to maintain existing fire exit routes adjacent to works area	
	<i>Burns</i>	Works will affect some fire exits but adequate alternatives available to ensure compliance with BB100 (Travel Distances - 18m (one direction only) 45m (more than one direction))	
	<i>Entrapment</i>	Works to Fire Alarm to be undertaken outside of occupied hours	
	<i>Explosion</i>	Contractor to provide clear signage indicating fire exit routes	

ELEMENT	ANTICIPATED HAZARDS	DESIGN CONSIDERATIONS TO REDUCE / MINIMISE RISK	FURTHER ACTION / INFO
Fire Procedures - Contractors Arrangements	<i>Fire</i>	Contractor to liaise with Head of Establishment and produce Emergency Plan outlining their arrangements in event of evacuation	<i>HSG168 - Fire Safety in Construction</i>
	<i>Burns</i>	Contractor to maintain 30mins fire resistant segregation between construction works and occupied areas	
	<i>Entrapment</i>	Temporary accommodation / skips etc. to be located over 6m from existing buildings / construction works. Temporary accommodation to have 30mins fire resistance.	
	<i>Explosion</i>	Existing emergency lighting and fire alarm system to be tested prior to use	
		Additional break glass point to be installed in works area to enable Contractor to raise school alarm in emergency	
		Temporary Emergency lighting to be installed by Principal Contractor if the existing system cannot be maintained during construction	
Fire Procedures - Timber Framed Structures	<i>Fire</i>	N/A to this project - No timber framed structures included within scheme	<i>STA - 16 Steps to Fire Safety Guidance</i>
	<i>Burns</i>		
	<i>Entrapment</i>		
	<i>Explosion</i>		
Screening & Protection	<i>Unauthorised Access</i>	Solid hoarding to be erected adjacent to pedestrian routes / play areas	
	<i>Dust / Debris</i>	Solid hoarding to be erected internally to provide dust protection, security and fire protection	
Ground Investigation	<i>Chemical Contamination</i>	N/A to this project - No excavation works planned	
	<i>Infill / Made-up Ground</i>		
Asbestos	<i>Carcinogenic Material</i>	N/A to this project - Works do not affected any existing structures	

ELEMENT	ANTICIPATED HAZARDS	DESIGN CONSIDERATIONS TO REDUCE / MINIMISE RISK	FURTHER ACTION / INFO
Lead in Paint	<i>Toxic Material</i>	N/A to this project - Works do not affected any existing structures	
	<i>Inhalation, Ingestion</i>		
Coal Tar in Tarmac	<i>Carcinogenic Material</i>	N/A to this project - Works do not affected any existing tarmac surfaces	
Existing Underground Services	<i>Live Underground Services</i>	Record drawings sourced from archived information	
	<i>Electrocution Explosion Fire</i>		
Existing Overhead Services	<i>Arcing of Cables</i>	N/A to this project - No overhead services present on site	
	<i>Electrocution Explosion Fire</i>		
General Excavations	<i>Collapse of Excavations</i>	N/A to this project - No excavation works planned	
	<i>Falls into Excavations</i>		
	<i>Underground Services</i>		



ELEMENT	ANTICIPATED HAZARDS	DESIGN CONSIDERATIONS TO REDUCE / MINIMISE RISK	FURTHER ACTION / INFO
Outreach Excavations	<i>Collapse of Excavations</i>	N/A to this project - No outreach excavation works planned	
	<i>Falls into Excavations</i>		
	<i>Underground Services</i>		
Demolition / Alteration Works	<i>Collapse of Structure</i>	N/A to this project	
	<i>Live Services</i>	Refer to record information relating to services / asbestos / lead in paint	
	<i>Asbestos Materials</i>	N/A to this project	
	<i>Unauthorised Access</i>	Works to be segregated from occupants of building at all times	
	<i>Dust / Noise</i>	Head of Establishment to be consulted with regard to programming of works	
Temporary Works		Contractor to prepare written plan for the safe management of site works	
	<i>Collapse of Structure</i>	N/A to this project	
Lifting Operations	<i>Crane Overturning</i>	N/A to this project	
	<i>Failure of Lifting Equipment</i>	Define lifting zones and clearance areas in liaison with client and produce corresponding site plan	
	<i>Moving Load Collision</i>	Strictly no lifting operations permitted over occupied buildings	
	<i>Contact with Overhead Lines</i>	N/A to this project	
Work at Height	<i>Falls from Height</i>	see Appendix A	
	<i>Fall of Materials</i>		

ELEMENT	ANTICIPATED HAZARDS	DESIGN CONSIDERATIONS TO REDUCE / MINIMISE RISK	FURTHER ACTION / INFO
Mechanical & Electrical Services		see Appendix A	
Lightning Protection System	<i>Fire</i>	see Appendix A	
	<i>Explosion</i>		
Control of Dust & Noise	<i>Dust</i>	see Appendix A	
	<i>Noise</i>		
	<i>Fire</i>		
Manual Handling	<i>Sprains</i>	see Appendix A	
	<i>Internal Injuries</i>		
	<i>Back Injuries</i>		
	<i>Slips, Trips, Falls</i>		
COSHH	<i>Fumes Vapour</i>	see Appendix A	
	<i>Burns</i>		
	<i>Skin Irritations</i>		
Unexploded Ordnance	<i>Uncontrolled Explosion</i>	see Appendix A	<i>CIRIA C681 - Unexploded Ordnance (UXO): A guide for the construction industry.</i>

ELEMENT	ANTICIPATED HAZARDS	DESIGN CONSIDERATIONS TO REDUCE / MINIMISE RISK	FURTHER ACTION / INFO
Other Safety Risks (associated with existing site conditions)	<i>Falls from Height</i>	see Appendix A	
	<i>Fall of Materials</i>		
	<i>Drowning</i>		
	<i>Asphyxiation</i>		
	<i>Collapse of Structure</i>		
Other Health Risks (associated with existing site conditions)	<i>Infections</i>	see Appendix A	
	<i>Inhalation</i>		
	<i>Ingestion</i>		
	<i>Absorption</i>		
Welfare & Emergency Provisions		Existing facilities available on site to be designated for use by contractor	<i>Provision to include: Toilets, Washing Facilities (inc. Hot Water), Drinking Water, Facilities for Rest (Chairs / Tables / Heating)</i>
		Contractor to respect cleanliness of facilities made available to them	
		Contractor to maintain his own provisions for First Aid & Fire Fighting Equipment on site	
Any Other			

CDM REGULATIONS 2015 - PRE-CONSTRUCTION INFORMATION		ACCESS & MAINTENANCE STRATEGY
<b>SITE:</b>	Corby International Pool, Parkland Gateway, George St, Corby NN17 1QB	
<b>PROJECT:</b>	Corby International Swimming Pool Mechanical & Electrical replacement works.	
<b>COMPLETED BY:</b>	Agnieszka Kaminiarz	
<b>DATE:</b>	11th of November 2019	<b>REVISION:</b>

*For inclusion within Health and Safety File documentation*

ELEMENT	DESIGN CONSIDERATIONS / MAINTENANCE PROCEDURES	FURTHER INFORMATION
Roof Access	N/A to this project	Only trained, competent persons permitted to access roofs
Internal Decoration / Cleaning / Maintenance	N/A to this project	
Specialist Equipment	Employ specialist contractors for all servicing, maintenance and repair of lifting equipment in accordance with H&S Regulations	Refer to Equipment List for details of warranty / servicing agreements
	Isolate electricity supplies and lock off	
	Ensure fixed barriers, guards and warning notices are erected before works commence	
Plant and Equipment	mechanical ventilation plant or equipment requiring regular maintenance has been incorporated within high level areas	Refer to Mechanical & Electrical O&M Manuals
	Level access into plant room enabling safe delivery of plant/equipment	
Flooring	Care & Maintenance of flooring to be in accordance with manufacturers recommendation	Refer to manufacturers product information
Organisation of Traffic Routes	N/A to this project	
Other Details		

CDM REGULATIONS 2015 - PRE-CONSTRUCTION INFORMATION	
SITE ASSESSMENT	
<b>SITE:</b>	Corby International Pool, Parkland Gateway, George St, Corby NN17 1QB
<b>PROJECT:</b>	Corby International Swimming Pool Mechanical & Electrical replacement works.
<b>COMPLETED BY:</b>	Agnieszka Kaminiarz
<b>DATE:</b>	11th of November 2019

INFORMATION	NOTES / COMMENTS
<b>LOCATION</b>  Neighbouring accommodation / adjacent users	Please visit area to assess.
<b>OCCUPANTS</b>  No. of occupants  Age of occupants  Any vulnerable user groups etc.	<i>There may be some staff and visitors on site and this must be            managed on an as and when basis</i>
<b>GENERAL USE OF PREMISES</b>  Primary use of premises  Morning and afternoon clubs  Lettings (weekend / evening)  Holiday clubs	<i>The general use of the building is for leisure centre swimming pool.            Ensure continuity of services.</i>
<b>PREMISES CONTACT</b>  Main contact on site during works  Out of hours access arrangements	<i>Please contact swimming pool as per address information details.</i>

<p><b>PROGRAMMING / SEQUENCING</b></p> <p>Project specific phasing requirements</p> <p>Works to be undertaken during holiday periods</p> <p>Holiday dates</p>	<p><i>Provide draft programme of works with your tender information. Ensure main items of plant is ordered as soon as practical. Ensure works are complete as soon as possible - ensure phasing of works to minimise disruption to swimming pool operation should the works are not complete. Contractor to provide within the Construction Phase Plan the nearest hospital A&amp;E information including address and contact details of the hospital and the best route (via Google Map application or similar) from the construction site to the hospital. Use the following website to obtain the nearest hospital with A&amp;E facility information:-</i></p> <p><i><a href="https://www.nhs.uk/Service-Search/Accident-and-emergency-services/LocationSearch/428">https://www.nhs.uk/Service-Search/Accident-and-emergency-services/LocationSearch/428</a></i></p>
<p><b>EXISTING ACCESS</b></p> <p>Main access</p> <p>Secondary access</p> <p>Grounds maintenance / emergency access</p> <p>Restrictions / safety zones outside site</p> <p>buses / taxis</p> <p>Daily deliveries - kitchen etc</p>	<p><i>Please visit site to assess for the project specific requirements. There will be restrictions apply and these will generally be agreed with the swimming pool site manager.</i></p>
<p><b>CONTRACTOR ACCESS</b></p> <p>Peak times to be avoided</p> <p>Proposed access route</p>	<p><i>Peak times to be avoided.</i></p>
<p><b>SITE COMPOUND / WELFARE</b></p> <p>Compound location</p> <p>Parking arrangements</p> <p>Welfare arrangements</p> <p>Temp water &amp; electric connections</p>	<p><i>These items will be discussed and agreed with the swimming pool and the contract administrator prior to site works. Within the prelims costs allow for all welfare arrangements to be provided by the contractor.</i></p>
<p><b>LIFTING / PILING OPERATIONS</b></p> <p>Access to site for large equipment</p> <p>Proximity to occupied areas</p>	<p><i>Liaise with swimming pool staff prior to works to establish if vehicle access is limited how you will safely deliver the equipment.</i></p>

<p><b>ACTIVITIES NEAR TO SITE</b></p> <p>Location of works in relation to occupied areas</p> <p>Access requirements into occupied areas (alterations / service connections / window replacement etc)</p> <p>Will works above occupied areas be required</p> <p>Pedestrian diversions</p> <p>Segregation/screening requirements including glazing</p> <p>Other restrictions (break times etc)</p>	<p><i>Location of works should be safely fenced to ensure no access by unauthorised third parties. No requirement for diversions except for the site compound.</i></p>
<p><b>FIRE CONSIDERATIONS</b></p> <p>Do work affect fire exit routes</p> <p>Fire alarm panel location</p> <p>Fire assembly area</p> <p>Site specific restrictions on hot works</p>	<p><i>Check swimming pool current fire risk assessment and liaise with local fire officer to ensure the swimming pool current fire exit routes, access by emergency vehicles are not affected.</i></p>
<p><b>EXISTING SERVICES</b></p> <p>Mains services present on site</p> <p>Other service positions (sub-mains, sub-stations, adjacent buildings, cctv, fire alarms, manholes, drainage runs)</p> <p>Any overhead services (crossing construction site or access route)</p>	<p><i>Not applicable</i></p>
<p><b>PROPOSED SERVICES</b></p> <p>Will any service diversion be required and if so when can this be completed</p> <p>Will outreach trench excavations beyond construction site be required</p>	<p><i>Not applicable</i></p>

<p><b>ASBESTOS</b></p> <p>Asbestos Management Survey</p> <p>Refurb &amp; Demo Asbestos Survey</p> <p>Requirement for removal of known asbestos containing materials</p>	<p><i>Check and sign existing Asbestos management survey, asbestos log book on site and R&amp;D survey information provided by the client.</i></p>
<p><b>EXISTING ROOFS</b></p> <p>Are works in vicinity of roof lights / fragile surfaces that require protection</p>	<p>No</p>
<p><b>TEMPORARY WORKS</b></p> <p>Does scheme include formation of new structural openings etc.</p>	<p><i>No, only moderately small cutting of holes to fix new fans.</i></p>
<p><b>VANDALISM RISK</b></p> <p>Does site suffer from unauthorised access / vandalism issues</p> <p>Is there security / CCTV coverage</p>	<p><i>Ensure complete secure compound.</i></p>
<p><b>OTHER CONSIDERATIONS</b></p> <p>Are there other planned building or maintenance works separate from this project.</p> <p>Any examination periods during contract period.</p> <p>Do works affect neighbouring properties (dust / noise / scaffolding)</p>	<p><i>No known maintenance works except for usual swimming pool maintenance works.</i></p>



CDM REGULATIONS 2015 - CONSTRUCTION PHASE PLAN		REVIEW CHECKLIST
<b>SITE:</b>	Corby International Pool, Parkland Gateway, George St, Corby NN17 1QB	
<b>PROJECT:</b>	Corby International Swimming Pool Mechanical & Electrical replacement works.	
<b>COMPLETED BY:</b>	Agnieszka Kaminiarz	
<b>DATE:</b>	11th of November 2019	

*Identifies the essential items that the client will expect to see addressed within the Construction Phase Plan (note list may not be exhaustive).*

INFORMATION	INCLUDED	COMMENTS
<b>01. GENERAL PROJECT INFORMATION</b> General description of the type of work activities involved in project. Statement of project timescales or programme. Details of client / occupier, CDM Advisor, Principal Designers and other consultants, Principal Contractor and sub-contractors.	Yes	
<b>02. H&amp;S MANAGEMENT / LIAISON ARRANGEMENTS</b> Outline of principal contractors management structures. Details of specific responsibilities of named individuals regarding health and safety. Arrangements for regular liaison between parties Arrangements for passing information to non-English speaking operatives	Yes	
<b>03. MONITORING</b> Arrangements for monitoring health and safety on site. Site Inspections – Who will undertake them, how frequently, who will findings be reported to.	Yes	
<b>04. SUB CONTRACTOR SELECTION</b> Arrangement for selection of competent sub-contractors. Method of control and management of sub-contractors	Yes	

<b>05. SITE RULES</b> Details of site rules including: Client requirements Permit to work systems (particular hot works) Policy regarding P.P.E. on site	Yes	
<b>06. WELFARE PROVISIONS</b> Description of welfare provisions (toilets and washing facilities, drinking water, rest facilities, facilities to change and store clothes)	Yes	
<b>07. TRAFFIC PLAN</b> Description (and where necessary plan) of access arrangements / parking / signage and any delivery restrictions.	No	
<b>08. SEGREGATION OF WORKS</b> Description of how works will be segregated from occupants of the buildings / public. Details of any requirements for pedestrian crossing points / fencing / solid hoarding / glazing protection.	Yes	
<b>09. EMERGENCY PROVISIONS</b> Detail of emergency procedures. Availability of fire fighting equipment and first aid provisions. Arrangements for accident reporting RIDDOR 2013. Nearest Hospital	Yes	

<b>10. ASBESTOS</b> Detail of what surveys have been undertaken and summary of their findings. Detail of where the information will be available on site. Detail of who will ensure information is passed to operatives. Detail of how any potential asbestos hazard will be managed on site.	Yes	Asbestos R&D survey will be provided - Contractor to programme in any ACM removal within his programme of works if applicable.
<b>11. UNDERGROUND SERVICES</b> Detail of what record information has been sourced and any known services identified. Detail of where the information will be available on site. Detail of who will ensure information is passed to operatives. Detail of how any potential known service runs will be managed on site. Detail of checks for unknown service runs (CAT etc.).	No	
<b>12. PLANT AND EQUIPMENT</b> Arrangements for maintenance, inspection and recording. Detail of training and certification of operatives.	Yes	
<b>13. TEMPORARY WORKS</b> Requirement for temporary propping highlighted: Temporary supports and propping of the structure, Excavation and trench support or shoring Structural formwork, falsework or propping None standard scaffolding Arrangements for designing, authorising and inspecting by competent qualified person.	Yes	
<b>14. OTHER SIGNIFICANT SITE RISK - SAFETY</b> Arrangements for controlling any other significant safety risks including: Work at height, lifting operations, deep excavations, storage of hazardous materials.	Yes	Provided within Appendix A
<b>15. OTHER SIGNIFICANT SITE RISK - HEALTH</b> Arrangements for controlling any other significant health risks including: Manual handling, contaminated land, reducing noise, vibration & dust.	Yes	
<b>16. ADDITIONAL COMMENTS</b>		