



CDM 2015- from 6th April 2015

What Contractors have to do

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The basics for every duty holder

- Be aware of your duties and what other duty holders must do as: Clients; Designers; Contractors
- Advise other duty holders of their duties
- Plan, prepare, obtain information, ask questions, share knowledge-communicate throughout from start to finish
- You and your team must be capable, organised, & resourced to deliver
- Cooperate and coordinate with everyone else
- Minimise risk at source utilising the “ Principles of Prevention” - see later risk management session

NEW for CDM 2015

- Every project must have a “Written Construction Phase Plan” fit for purpose that can be easily shared, no matter how small the job is
- Every job must have a leader in charge-a Principal Contractor (PC) if more than one contractor is involved, not just if it is over 30 days on site
- No CDM-C, Principal Designer (PD) instead who provides pre-construction details at planning stage
- Domestic work now included, with Client duties taken on by Contractors during site works

CDM 2015 Changes in “Notification”

- Notification is now a standalone requirement, not a threshold to start planning, monitoring & controlling work - NOTIFICATION & STANDARDS ARE SEPARATE ENTITIES!
- Less notification is required due to NEW threshold of over 20 on site at any time for work of over 30 days. NOTE: If the total time will exceed 500 person days, then the job will be notifiable EVEN IF less than 20 will be on site- so maths are required to work out notification!

Contractors must:

- Have organisational capability with individual Skills, Knowledge, Experience & Training (SKET) to do the work, including; management, supervision, workers, supply chain, self-employed, agencies, and a “Competent Person” to advise them
- Comply with directions given by the PD & PC
- Produce or contribute to a proportionate “Construction Phase Plan” (CPP) before work begins on site. It should be simple, clearly set & do the job; it must be able to be shared with everyone else involved. NOTE: The original plan must be updated as changes occur or work progresses
- If you are a sub-contractor then you must either: ensure that the Principal Contractors CPP covers your work **OR** write a version to cover your work
- Maintain “good order” in the workplace - both on-site & off-site activities (within workshops etc.): including provision of a safe working environment, segregated vehicle & pedestrian movement, regular inspections of the whole site, equipment, machinery, excavations cofferdams, caissons etc. **NOTE: If you find a serious potential fault, then a report must be produced within 24 hours with recorded remedial actions & records kept on file for 3 months for inspection afterwards**
- Investigate accidents, incidents & hazardous occurrences & ensure that RIDDOR reports are made when applicable-within 7 days of the event
- Provide information for the end of project H & S file (O & M Manual) as soon as their work is completed

Principal Contractors must in addition

- Take overall charge of the construction phase planning & project delivery, including off site fabrications etc
- Liaise with all others throughout, particularly the PD
- Have strong leadership abilities to grasp what is required, planning work to a realistic schedule, providing management to others, making decisions, having a visible presence throughout
- Take responsibility for all actions on site, the workplace must be under their control- even if delegating work to other contractors
- Ensure that inductions, information & consultation are provided when required to all
- Collate end of project H & S File (O & M Manual) information to provide to the PD who will pass it onto the Client. NOTE: If there is no PD or Designer involved at this stage, then the PC completes & hands the file directly to be Client

Guidance, Plan & paperwork options!

- HSE guidance L153 as free download with 4 key appendices: Principals of prevention; Pre-construction information; Construction Phase Plan; and H& S file (O & M Manual)
- Electronic documents with use of phones & tablets to save time, printing, mislaid documents
- More than one version of plans- job sheet for repairs/call outs etc; minor works plan for sub-contract (& limited number of tasks work); or full CPP for major works
- Thanks for listening- any questions?