



Clients Duties Under CDM (April 2007)

If you are having construction work done, then unless you are a domestic client you have duties under CDM.

Clients are accountable for their impact on Health & Safety Standards.

Clients must appoint a CDM Co-ordinator who is their key advisor.

Enough time and resources must be provided to allow the project to run safely.

All Projects (including non-notifiable)

Clients must ensure:

- An information pack is provided to designers and tendering contractors.
- Designers, contractors and others are competent and adequately resourced.
- Allow sufficient time for each stage of the project.
- Give notice to the contractors of minimum time for planning and preparation.
- Contractors have suitable welfare arrangements in place from day one.
- Reasonable management arrangements in place for H&S throughout the project.
- Provide relevant pre-contract information for designers etc. to plan and manage work.
- Fixed workplaces will comply with requirements of Workplace (HSW) Regs 1992.

Notifiable Projects

Clients must carry out following duties:

- Appoint a CDM Co-ordinator ASAP after initial design and at start of preliminary design.
- Appoint a Principal Contractor
- Make sure CDM Co-ordinator provides Information Pack on client's behalf.
- Make sure construction doesn't start until:
- Suitable welfare facilities are in place.
- Construction phase plan is in place.
- Retain and provide access to H&S file.

Projects are notifiable if:

They will run for more than 30 days or will take more than 500 man days to construct.

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Information Pack - Replaces old pre-tender H&S plan.

Intended to be brief and concise.
Should be site specific and not generic.

Contents of Information Pack

1. Description of Project.

Brief outline of works to be undertaken.

Key dates

Minimum time allowance between appointment of Principal Contractor and starting work on site.

2. Client's Consideration & Management Requirements

Welfare provision

Site hoarding / fencing requirements

Site traffic and parking arrangements

Fire precautions

Smoking regulations

3. Environmental Restrictions and Existing on Site Risks

Restrictions on deliveries or waste collections

Previous structural modifications

Structural damage Existing plant and equipment Previous H&S information

4. Significant Design & Construction Hazards

Overhead & underground services locations

Unsafe structures

Hazardous materials or processes

All site specific considerations that pose potential risk to persons or structures

5. The Health & Safety

File Relevant information from, and location of, building's existing H&S file

Asbestos survey suitable for the proposed work.

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