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| **(A) Details** | **Plan Status *–*** *See rear* |
| Project Number: |  | A | [ ]  | B | [ ]  | C | [ ]  |
| Project Address (s): |  |
| PM Name: |  |
| PD Name: |  |
| Description of Project: |  |
| PC Company Name: |  | Contact No. |  |
| Start Date dd/mm/yyyy |  | Finish Date |  |
|  |  |  |  |
| **(B) Document Appraisal – Construction Phase Plan (CPP)** |
| 1. **Description of Project – Does the CPP include?**
 | Rating | Comments |
| A suitable description of the project, details of programme and any important dates |  |  |  |
| Details of the project team, including all CDM Duty-holders |  |  |  |
| Extent and location of Pre-Construction Information, including existing records and plans which are relevant to health and safety on site  |  |  |  |
| 1. **Arrangements for the Management of the Project –** does it include
 |
| Full management structure detailing responsibilities of each member of the project team (Duty-holders) |  |  |  |
| Health and safety goals for the project and how will this be monitored and reviewed throughout the project |  |  |  |
| Health and safety arrangements for the construction phase |  |  |  |
| Suitable and sufficient site rules (do they meet requirements in the Contractors Code of Safe Practice?) |  |  |  |
| Details of how co-operation between the project team on site and co-ordination of their work |  |  |  |
| How consultation with the workforce is achieved |  |  |  |
| Details of the arrangements for the exchange of design information between client, designers, principal designers and contractors on site |  |  |  |
| How design changes handled during the project |  |  |  |
| How competent contractors selected and managed on site |  |  |  |
| Details of the arrangements for the exchange of health and safety information between contractors on site |  |  |  |
| Suitable arrangements in place for site security |  |  |  |
| Details of the arrangements for site inductions |  |  |  |
| Details of any on-site training provided (if applicable) |  |  |  |
| Confirmation of welfare and first aid facilities |  |  |  |
| Management arrangements detailing the reporting/investigating of accidents/incidents to include near misses |  |  |  |
| Arrangements of Risk Assessments and safe systems of work appraisal (to meet standards in Contractors Code of Safe Practice) |  |  |  |
| Detailed fire and emergency procedures |  |  |  |

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| 1. **Arrangements for Controlling Significant Risks on Site (if applicable)**
 | Rating | Comments |  |
| Suitable arrangements for delivery and removal of materials/plant/ waste/vehicles taking account of risks to UoL staff, student, public (site traffic management plan)  |  |  |  |
| Management of existing services – water, electricity, gas and telecommunications including overhead power-lines and temporary installations |  |  |  |
| Details of use of adjacent land |  |  |  |
| Management of the stability of structures whilst carrying out construction work, including temporary structures and existing unstable structures  |  |  |  |
| Process for the management of working at height to include supervisory arrangements and selection of access equipment  |  |  |  |
| Working with or near fragile materials (roofs etc) |  |  |  |
| Management of the assembly or dismantling of heavy, prefabricated components |  |  |  |
| Details of working near high-voltage cables |  |  |  |
| Management of excavations and work where poor ground conditions are present |  |  |  |
| Details of work on wells, underground earthworks and tunnels |  |  |  |
| Management exposure to workers to the risk of drowning  |  |  |  |
| Details of working with explosives |  |  |  |
| Full detailed plan of segregation for traffic/pedestrian routes which relate to site and University use  |  |  |  |
| Management for the storage of materials (especially hazardous materials) and work equipment (to include spill procedures) |  |  |  |
| Management of exposure risk to chemicals and biological substances |  |  |  |
| Management of ionising radiation requiring the designation of controlled or supplied areas |  |  |  |
| 1. **Management of health risks**
 |
| Details of asbestos removal or management arrangements |  |  |  |
| Dealing with contaminated land |  |  |  |
| How will the risk from Manual Handling be controlled |  |  |  |
| Use of hazardous substances, particularly where there is a requirement for health monitoring |  |  |  |
| Suitable management of noise and vibration risks |  |  |  |
| Exposure to UV radiation (from the sun) |  |  |  |
| Details management of any other significant health risks |  |  |  |

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| 1. **Details of The Health and Safety File (When more than one contractor involved in the project)**
 | Rating | Comments |
| Do these match the University’s specification for Health and Safety Files |  |  |  |
| Arrangements for the collection and gathering of information |  |  |  |
| Storage of information |  |  |  |
| 1. **Significant design and construction hazards**
 |
| Significant design assumptions and suggested work methods, sequences or other control measures |  |  |  |
| Arrangements for co-ordination of ongoing design work and handling design changes |  |  |  |
| Information on significant risks identified during design |  |  |  |
| Material requiring particular precautions |  |  |  |
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| 1. **Status** – Please tick appropriate status
 |
| **STATUS A** | [ ]  | **STATUS B** | [ ]  | **STATUS C** | [ ]  |
| Construction Phase Plan is suitably developed to allow works to proceed. Arrangements identified to be implemented, developed, monitored and reviewed | Construction Phase Plan isn’t suitable to allow works to proceed. Minor supplementary arrangements **MUST** be implemented. See recommendations below | Construction Phase Plan is **NOT** suitable developed to allow works to proceed. Further development required and re-assessment to be undertaken. |
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| 1. **General Comments on Construction Phase Plan**
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| 1. **Recommendations**
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| 1. **Authorisation of Construction Phase Plan** – the University Authorised person agrees that the CPP is sufficiently developed to allow works to proceed as defined by the Construction (Design and Management) Regulations 2015
 |  |
| Authorised Person Signature |  | Date of approval |  |  |
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| **For information** – How to complete the rating column |
| N/A | Not applicable to the project | 0 | No information provided |
| 1 | Unsatisfactory – Incorrect or only basic information | 2 | Satisfactory – Acceptable standard |