|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(A) Details** | | | | Plan status – See reverse | | | | | | A |  | B |  | C |  | | |
| Principal Contractor (PC) |  | | | PC Contact Name | | | | | |  | | | | | | |
| Description of Works |  | | | | | | | | | | | | | | | |
| Location |  | | | | | | | | | | | | | | | |
| Person in Charge |  | Contact No. |  | | | | | | | | | | | | | |
| Start Date dd/mm/yyyy |  | Finish Date |  | | | | | | | | | | | | | |
|  |  |  |  | | | | | | | | | | | | | |
| **(B) Document Appraisal – Construction Phase Plan (CPP)** | | | | | | | | | | | | | | | | |
| 1. **Description of Project/Works** – Does the CPP include: | | | | | Rating | | | | Comments | | | | | | | |
| N/A | 0 | 1 | 2 |
| A suitable description of the project, details of programme and any important dates? | | | | |  |  |  |  |  | | | | | | |  |
| Details of the project team, including all CDM Dutyholders? | | | | |  |  |  |  |  | | | | | | |  |
| 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/Works** – Does the CPP include: | | | | | | | | | | | | | | | | |
| Full management structure detailing responsibilities of each member of the project team (Dutyholders)? | | | | |  |  |  |  |  | | | | | | |  |
| 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 <SAF-MAN-SRs >?) | | | | |  |  |  |  |  | | | | | | |  |
| Details of how co-operation between the project team and on-site dutyholders co-ordinate 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 are design changes handled during the project? | | | | |  |  |  |  |  | | | | | | |  |
| How competent contractors are 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 incidents? (to include near misses) | | | | |  |  |  |  |  | | | | | | |  |
| Arrangements of risk assessments and safe systems of work appraisal? (to meet standards in <SAF-MAN-SRs>) | | | | |  |  |  |  |  | | | | | | |  |
| Detailed fire and emergency procedures? | | | | |  |  |  |  |  | | | | | | |  |
| 1. **Arrangements for controlling significant risks on site** (if applicable) | | | | | | | | | | | | | | | | |
| Suitable arrangements for delivery and removal of materials/plant/ waste/vehicles taking account of risks to University of Nottingham staff, students, public (site traffic management plan) | | | | |  |  |  |  |  | | | | | | |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | N/A | 0 | 1 | 2 | Comments |  |
| Management of existing services – water, electricity, gas and telecoms 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 of 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** – Does the CPP include: | | | | | | |
| Details of asbestos removal or management arrangements? |  |  |  |  |  |  |
| Dealing of 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 of management of any other significant health risks? |  |  |  |  |  |  |
| 1. **Details of the Health and Safety File** (When more than one contractor involved in the project/works) | | | | | | |
| 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 |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | | N/A | 0 | 1 | | 2 | Comments | | |  |
| Arrangements for co-ordination of ongoing design work and handling design changes | | | | | | |  |  |  | |  |  | | |  |
| Information on significant risks identified during design | | | | | | |  |  |  | |  |  | | |  |
| Material requiring particular precautions | | | | | | |  |  |  | |  |  | | |  |
|  | | | | | | | | | | | | | | | |
| **(C) General comments on the Construction Phase Plan** | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| **(D) Plan Status** – Please select the appropriate status (also record on front page) | | | | | | | | | | | | | | | |
| **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 comments below | | | | | | Construction Phase Plan is **NOT** suitably developed to allow works to proceed. Further development required and re-assessment to be undertaken | | | | | |
|  | | | | | | | | | | | | | | | |
| **(E) Comments** | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| **(F) Authorisation of Construction Phase Plan** – the person in charge agrees that the CPP is sufficiently developed to allow project/works to proceed as defined by the Construction (Design and Management) Regulations 2015 | | | | | | | | | | | | | | | |
| Person in charge signature | |  | | | Date of appraisal | | | | | | | |  | |  |
|  | | | | | | | | | | | | | | | |
| **For Information** – How to determine the ratings for the CPP | | | | | | | | | | | | | | | |
| N/A | Not applicable to the project | | | | 0 | No information provided | | | | | | | | | |
| 1 | Unsatisfactory – Incorrect or only basic information | | | | 2 | Satisfactory – Acceptable standard | | | | | | | | | |