

# CDM CO-ORDINATOR DUTIES

## CONSTRUCTION (DESIGN AND MANAGEMENT) REGULATIONS 2007

### **CDM Co-ordinators' have general management duties with regard to:**

- ■ Competence
- ■ Co-operation
- ■ Co-ordination
- ■ General Principles of Prevention

### **Every CDM Co-ordinator SHALL:**

- ■ As soon as practicable after appointment ensure that notice is given to the HSE containing information specified in Schedule 1 as are available.
- ■ Outstanding information shall be given to the HSE as soon as practicable after the appointment of the Principal Contractor and in any event before the start of the construction work.
- ■ Give suitable and sufficient advice to the Client to help him comply with his duties in particular in relation to:
  - ■ Arrangements for managing projects
  - ■ The start of the construction phase
- ■ Ensure that suitable arrangements are made and implemented for the co-ordination of H&S matters during planning and preparation for the construction phase, including facilitating:
  - ■ Co-operation and Co-ordination
  - ■ Application of the General Principles of Prevention
- ■ Liaise with the Principal Contractor re:
  - ■ Contents of the H&S File
  - ■ Information which the Principal Contractor needs to prepare the Construction Phase H&S Plan
  - ■ Any design development which may affect planning and management of the construction work
- ■ Take all reasonable steps to identify and collect the pre-construction information.
- ■ Promptly provide relevant pre-construction information to designers and contractors in a convenient form.
- ■ Take all reasonable steps to ensure:
  - ■ Designers comply with their duties
  - ■ Co-operation between Designers and the Principal Contractor during the Construction Phase in relation to any design or change to a design
- ■ Prepare where none currently exists or otherwise review and update any existing H&S File pertinent to the structure and deliver it to the Client at the end of the Construction Phase.

### **A CDM Co-ordinator must be appointed by the Client on all notifiable construction projects.**

- ■ A project is notifiable if the construction phase is likely to involve more than:
  - ■ 30 days
  - ■ 500 person days

### **All duty holders are expected to be pro-active in all matters of Health and Safety**

**The Construction (Design and Management) Regulations 2007 come into force on the 6 April 2007 with immediate effect. The Regulations apply to all construction projects irrespective of the stage they have reached prior to this date.**