

# School Advice Note

# ****CDM Regulations 2015 - Summary of Duties****

This summary represents the roles and duties under CDM Regulations 2015, but you should refer to the complete text of the Regulations themselves for full details.

Link to: [Managing health and safety in construction CDM 2015](http://www.hse.gov.uk/pubns/books/l153.htm)

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| **CDM dutyholders:\***  **Who are they?** | **Summary of role/main duties** |
| **Clients can be (Governing Bodies/headteachers)** andare organisations or individuals for whom a construction project is carried out. | Make suitable arrangements for managing a project.  This includes making sure:   * other dutyholders are appointed; * sufficient time and resources are allocated.   Make sure:   * relevant information is prepared and provided to other dutyholders; * the principal designer and principal contractor carry out their duties; * welfare facilities are provided.   The Client has a stand-alone duty to give notice (the F10) to the HSE if the construction work is scheduled to:   * Last longer than 30 working days and have more than 20 workers working simultaneously at any point in the project; or * Exceed 500 person days.   Ensure a copy of the F10 notification is displayed in the construction site office  **For all construction projects where there is more than one contractor**  A Client must appoint a designer with control over the pre-construction phase as Principal Designer and a contractor as Principal Contractor. The appointments must be made as soon as is practicable and in writing, and in any event, before the construction phase begins.  The Regulations define a “designer” as any person (including a client, contractor or other person referred to in the Regulations) who prepares or modifies a design; or arranges for, or instructs, any person under their control to do so.  If the Client does not appoint either, he must carry out their duties himself.  See paragraphs 23–52 for more guidance. |
| **Domestic clients** are people who have construction work carried out on their own home, or the home of a family member that is not done as part of a business, whether for profit or not. | Domestic clients are in scope of CDM 2015, but  their duties as a client are normally transferred to:   * the contractor, on a single contractor project;   or;   * the principal contractor, on a project involving more than one contractor.   However, the domestic client can choose to have a written agreement with the principal designer to carry out the client duties.  See paragraphs 53–56 for more guidance. |
| **Designers** are those, who as part of a business, prepare or modify designs or a building, product or system relating to construction work. | When preparing or modifying designs, to eliminate,  reduce or control foreseeable risks that may arise  during:   * construction; and * the maintenance and use of a building once it is built.   Provide information to other members of the project team to help them fulfil their duties.  See paragraphs 72–93 for more guidance. |
| **Principal designers\*\*** are designers appointed by the client in all projects involving more than one contractor. They can be an organisation or an individual with sufficient knowledge, experience and ability to carry out the role. | Plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project.  This includes:   * identifying, eliminating or controlling foreseeable risks; * ensuring designers carry out their duties.   Prepare and provide relevant information to other  dutyholders.  Provide relevant information to the principal  contractor to help them plan, manage, monitor and coordinate health and safety in the construction phase.  That a Health and Safety File is prepared  See paragraphs 94–115 for more guidance. |
| Principal contractors – Contractors appointed by the client to coordinate the construction phase of a project where it involves more than one contractor | Plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes:    liaising with the client and principal designer preparing the construction phase plan (CPP)  organising cooperation between contractors and coordinating their work  Make sure:  suitable site inductions are provided  reasonable steps are taken to prevent unauthorised access  workers are consulted and engaged in securing their health and safety  welfare facilities are provided.  See paragraphs 110–146 for more guidance. |
| **Contractors** are those who do the actual construction work and can be either an individual or a company. | Plan, manage and monitor construction work under their control so that it is carried out without risks to health and safety.  For projects involving more than one contractor, coordinate their activities with others in the project team – in particular, comply with directions given to them by the principal designer or principal contractor.  For single-contractor projects, prepare a construction phase plan.  See paragraphs 147–179 for more guidance. |
| **Workers** are the people who work for or under the control of contractors on a construction site. | They must:   * be consulted about matters which affect their health, safety and welfare; * take care of their own health and safety and others who may be affected by their actions; * report anything they see which is likely to endanger either their own or others’ health and safety; * cooperate with their employer, fellow workers, contractors and other dutyholders. |
| \* Organisations or individuals can carry out the role of more than one dutyholder, provided they have the skills, knowledge, experience and (if an organisation) the organisational capability to carry out those roles in a way that secures health and safety.  \*\* Principal designers are not a direct replacement for CDM co-ordinators. The range of duties they carry out is different to those undertaken by CDM co-ordinators under CDM 2007. | |