

The Construction (Design & Management) Regulations 2007 Planning Supervisor/CDM Co-ordinator Conversion

2 Day Course



This course is designed to provide personnel who have acted as competent planning supervisors with the necessary knowledge and confidence in the performance of the duties of CDM co-ordinator. The course will also discuss best practice and the efficiency savings that are potential.

Day 1

Session 1 Introduction and setting course objectives

Session 2 The Regulations, ACoP and Guidance

Discussion on the content and format of the regulations, approved code of practice and guidances. Identify the significant changes from CDM1994.

Session 3 Duties of the CDM Co-ordinator

Review of the CDM co-ordinator's duties under the regulations. Worksopce specification, pricing and contractual arrangements.

Session 4 The Role of the Client in the project

Review of the client's duties under the regulations.

Session 5 The Appointment of the CDM Co-ordinator & Principal Contractor

Evaluating the competence and resources of the CDM co-ordinator and principal contractor. Making proper appointments.

Session 6 The Provision of Information

The nature and timing of information to be provided. **Syndicate Exercise.**

Session 7 Examination

Closed book, multi-choice examination on Day 1 syllabus.

Session 8 Review of Day 1 and Close

Day 2

Session 1 Management Arrangements

The client's responsibility for ensuring adequate management arrangements and controlling the commencement of construction. Co-operation and co-ordination.

Session 2 Project notification

The requirements and timings for notification.

Session 3 Assisting the Client

The ways in which the CDM co-ordinator must and can assist the client to ensure adequate management and co-ordination. Monitoring site health and safety performance if required by the client.

Session 4 Pre-Construction Information

The content of the pre-construction information and responsibilities for providing information. **Syndicate Exercise.**

Session 5 Engaging Designers & Contractors

Designers and contractors duties. The methods to be used for verification of competence and resources allocation by the CDM co-ordinator on the client's behalf. Use of approved suppliers lists, pre-qualification questionnaires, interviews and project feed-back. Reporting to the client.

Session 6 Assessment of the Design

The techniques that are available for ensuring that the design and the designers comply with the regulations. The health and safety of the user. Design by non-GB based designers, contractors and suppliers. Changes to design during construction.

Session 7 Health and Safety File

The content, format and number of copies of the health and safety file. When and how the content and format are to be specified. Delivery of the health and safety file.

Session 8 Construction Phase Plan

Comparison between the principal contractor's CDM1994 and CDM2007 duties. Discussion on the review requirements of the principal contractor's Plan.

Session 9 Examination

Closed book, multi-choice examination on Day 2 syllabus.

Session 10 Course Review and Conclusion**Objectives**

On completion of the course, delegates should:

- Know the requirements of the CDM2007 duty holders and what is expected of them;
- Fully understand the duties and role of a CDM co-ordinator;
- Be able to assist and educate the client;
- Conduct a meaningful dialogue with designers in relation to risk assessment;
- Compile the pre-construction information;
- Assess competence and resource allocation;
- Review the construction phase plan; and
- Compile the health and safety file.

Maximum number of delegates: 16