

The Construction (Design & Management) Regulations 2007

Effective CDM Co-ordination

3 Day Course



This course is designed to provide personnel who lead CDM Co-ordinator teams or project manage larger projects the necessary knowledge and confidence in the performance of the task for full compliance of the project and project team with the minimum legal requirements of CDM 2007. 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 Injuries and Ill-health in Construction and Maintenance

Review of causes of injuries and ill-health occurring in construction and maintenance and the associated accident trends.

Session 3 Legislation

Briefings on health and safety legislation as it applies to construction, particularly considering the measures that could be taken by both designers and contractors to reduce risks.

Session 4 Application of the Regulations

Understanding the scale and types of work to which CDM applies and the definitions used. Discussion on the content and format of the regulations, approved code of practice and guidances. **Syndicate Exercise.**

Session 5 The Relationship between the Project Team Members

The interfaces between the parties involved in the construction process, from concept to maintenance.

Session 6 The Role of the Client in the project

Review of the client's duties under the regulations. The importance of the client's involvement and correct allocation of resources.

Session 7 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 8 Examination

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

Session 9 Review of Day 1 and Close

Day 2

Session 1 The Provision of Pre-Construction Information

The content responsibility to provide information and the nature and timing of information to be provided. **Syndicate Exercise.**

Session 2 Engaging Designers & Contractors

Evaluating the competence and resources of designers and contractors.

Session 3 Management Arrangements

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

Session 4 Duties of the CDM Co-ordinator

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

Session 5 Project notification

The requirements and timings for notification.

Session 6 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 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. **Syndicate Exercise.**

Session 8 Examination

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

Session 9 Review of Day 2 and Close

Day 3

Session 1 Checks of Designers and Contractors

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 feedback. Reporting to the client.

Session 2 Duties of the Designers

Review of the designers' duties under the regulations. Difficulties with establishing who the designers are.

Session 3 Assessment of the Design

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

Session 4 Risk Reduction by Design

Design management and legal liabilities. Recognising and recording hazards upon which design decisions are taken. Principles to be applied in reducing risk. Information to be recorded and methods of communication. Guidance available. **Syndicate Exercise.**

Session 5 The Construction Phase Plan

Contents of the principal contractors' health and safety plan. Timing of preparation and reviews. Review checklists and advising the client of the sufficiency to commence construction.

Session 6 The Principal Contractor & Contractors

The duties of the principal contractor and contractors. Management and co-ordination of activities on site. Implementing, monitoring and enforcing the construction phase plan, rules and provisions. Controlling entry on to the site, consultation, liaison and the provision of information and training. Risk assessments and method statements. **Syndicate Exercise.**

Session 7 Examination

Closed book, multi-choice examination on Day 3 syllabus.

Session 8 Course Review and Conclusion

Objectives

On completion of the course, delegates should:

- Understand the requirements of the Health and Safety at Work, Etc. Act and subservient regulations, as they apply to construction;
- Appreciate the primary causes and potential solutions for the injuries and ill-health that occur in construction;
- Know the requirements of the CDM 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 health and safety information;
- Assess competence and resource allocation;
- Review the construction phase plan; and
- Compile the health and safety file.

Maximum number of delegates: 16