



Guidance for CDM Principal Contractors and Contractors OHS-C-16.G7

Guide

Introduction

The CDM Regulations were substantially revised and reissued (6th April 2015, referred to in every day context as CDM 2015). The 2015 changes are substantial, with significant impact on duty holder roles, thresholds for appointments, requirements for Construction Phase Plans and Project Notification. This update Guide provides a framework for CDM 2015 duty holder compliance.

Effective management of health and safety risk in any Construction Project requires an informed and adequately resourced Project Team. To ensure effective cooperation and coordination at all stages of the Project, CDM duty holders should familiarise themselves with the roles and responsibilities of other CDM duty holders.

Reference documents mentioned can be found on our [Construction safety and CDM compliance intranet](#) page or <https://www.fife.gov.uk/CDM> for external contractors.

About the Principal Contractor/ Contractors

All Contractors manage the work at the construction phase of a project so that it is carried out in a way that secures the health and safety of construction workers and others who may be affected. The Principal Contractor has a coordinating role in that respect.

The Principal Contractor is appointed by the CDM Client for all Projects involving (or foreseeably likely to involve) more than one contractor. As might be expected, there is significant commonality between the duties of the Principal and any other Contractor and those duty holders should refer to both Tables 1 and 2 below.

Overlapping Projects

Most projects are likely to have only one principal contractor for the entire project. However, there may be occasions where two or more projects are taking place on the same site at the same time, but are run independently of one another. Whatever the circumstances, it is essential that there is clarity over who is in control during the construction phase in any part of the site at any given time. The Contractor in overall control will ideally be a Principal Contractor, who will ensure adequate cooperation and coordination particularly regarding any shared interfaces between the activities of each project (e.g. shared traffic routes, interruption to power supplies, emergency arrangements, etc.).

Table 1: Principal Contractor Duties		
Part	CDM 2015 Requirements	Notes and Guidance
1	General requirements	The CDM Principal Contractor must also comply with the duties placed on any Contractor. These duties are given at Table 2, Parts 3-8 below
2	Draw up a Construction Phase Plan	Before the Construction Phase begins, the Principal Contractor must ensure that a Construction Phase Plan is drawn up. The Construction Phase Plan should be focussed and proportionate to the complexity of the Project. Further information about Construction Phase Plans is given at OHS-C-16.G9 .
3	Plan, manage and monitor the work at the Construction Phase	Manage the work to ensure, so far as is reasonably practicable, it is carried out without risk to health or safety of workers, the general public and any others who may be affected, considering in particular: <ul style="list-style-type: none"> • The design, technical and organisation aspects of Project elements which will take place simultaneously or in close succession. • The time required to complete work or significant work stages. • Application of the Principles of Prevention (elimination and reduction of risk, etc.) by all contractors • Cooperation and coordination between contractors
7	Review the Construction Phase Plan	Throughout the project the principal contractor must ensure that the construction phase plan is appropriately reviewed and updated from time to time so that it continues to be sufficient to ensure that construction work is carried out, so far as is reasonably practicable, without risks to health or safety.
8	The Health and Safety File	Provide the Principal Designer (or the Client, where the Principal Designer's appointment has terminated) with relevant information for the Health and Safety File as it becomes available.
9	Liaise with the Principal Designer	Liaise on matters affecting the Health and Safety File and on any continuing or emerging design issues arising during the construction phase (including any previously unforeseen issue arising.)
10	Cooperation and consultation with the workforce	The Principal Contractor must make and maintain arrangements which enable workers engaged in construction work to cooperate effectively in developing, promoting and checking the effectiveness of measures to ensure the health, safety and welfare of the workers. He will also consult with those workers (or their representatives) in good time on matters connected with the project which may affect their health, safety or welfare.

Table 2: Contractor Duties		
Part	CDM2015 requirements	Notes and Guidance
1	Plan, manage and monitor the work at the Construction Phase	Manage his work (including work carried out under his control) to ensure, so far as is reasonably practicable, work is carried out without risk to health or safety of workers, the general public and any others who may be affected
2	Comply with directions of the Principal Contractor	Where there is more than one contractor working on the Project, there will be a Principal Contractor. All contractors must comply with reasonable direction and instruction given by the Principal Contractor.
3	Comply with the Construction Phase Plan	Particularly those parts relevant to that Contractor's work.
4	Make competent appointments	A contractor must not employ or appoint a person to work on a construction site unless that person has, or is in the process of obtaining, the necessary skills, knowledge, training and experience to carry out the tasks allocated in a manner that secures the health and safety of any person working on the construction site.
5	Provide Suitable Site Induction	Induction for workers should be relevant to the work to be done as well as covering Site Rules. Induction for visitors (i.e. accompanied visitors) should be proportionate.
6	Provide and maintain adequate welfare throughout construction.	HSE Guidance Document CIS 59 describes the accepted levels of welfare for fixed and transient construction sites. Additional Welfare arrangements will apply for some specialist works – e.g. asbestos removal.
7	Prevent unauthorised access	So far as is reasonably practicable. See HSE Guide HSG151 "protecting the public- your next move." (free pdf from HSE) Ensure adequate segregation where members of the public and vulnerable groups may otherwise have direct access to hazardous conditions.
8	Provide information on procedures to be followed in the event of serious or imminent danger	Provide workers with information on the procedures to be followed in foreseeable emergency situations. This will usually incorporate action to be taken in the event of fire and may extend to other foreseeable emergency such as accidental release of hazardous substance, asbestos-related incident, entrapment or suspension of a worker at height.
9	Provide information to workers about foreseeable risks.	(a) Arising from the work to be carried out and (as applicable) (b) Risks arising from any adjacent or overlapping activities (arising from others occupying or using the site and from other contractors working on site). Information at (a) should focus on the risks particular to design, construction methods and environment on the Project and NOT the everyday and routine safe systems of work as applied by skilled and competent workforce.
10	Where there is only one Contractor on the Project	That Contractor will have responsibility for the actions described at Table 1 above, Parts 2-7