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an "intelligent organisation" company

## Regulations

The CDM Regulations are about management of health and safety and generally apply to (i) construction work, which is notifiable i.e. lasts for more than 30 days, and (ii) non-notifiable work involving five or more people on site at any one time. Anyone who appoints a designer or contractor has to ensure that they are competent for the work and will allocate adequate resources for health and safety. Working together as a team, there are five key parties who have specific duties.

(1) As the Client, you should be satisfied that only competent people are appointed as Planning Supervisor, Principal Contractor, Designers, and Contractors and ensure, as much as they can, that sufficient time and resources have or will be allocated to enable the project to be carried out safely.

(2) As much as they can, Intelligent Work Space Ltd will: -

a. As the Designer, ensure that structures are designed to avoid, or where this is not possible to minimise, risks to health and safety while they are being built and maintained. In cases where risks cannot be avoided, adequate information will be provided. Design includes the preparation of specifications as well as drawings.

b. As the Planning Supervisor, co-ordinate the health and safety aspects of the design and planning phase, and the early stages of the Health and Safety Plan (4) and the Health and Safety File (6)

c. As Principal Contractor, take account of health and safety issues when preparing and presenting tenders for similar documents; develop the Health and Safety Plan (5) and co-ordinate the activities of all contractors to ensure they comply with health and safety legislation. Check on the provision of information and training for employees, and the self-employed on health and safety.

(3) Contractors and the self-employed: should co-operate with Intelligent Work Space Ltd and provide relevant information on the health and safety risks created by their work and how they will be controlled, together with providing other information to Intelligent Work Space Ltd and employees. The self-employed have duties similar to contractors.

**SPACE MADE TO WORK INTELLIGENTLY**

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(4) The Pre-Tender Health and Safety Plan: which Intelligent Work Space Ltd has to ensure is prepared, should include:

- A general description of work.
- Details of timings within the project.
- Details of risks to workers as far as possible at that stage.
- Information required by potential principal contractors to demonstrate competence or adequacy of resources.
- Information for preparing a health and safety plan for the construction phase and information for welfare provision.

(5) The Health and Safety Plan for the Construction Phase: Developed by Intelligent Work Space Ltd, this is the foundation on which health and safety management of construction work is based. It should include:

- Arrangements for ensuring the health and safety of all who may be affected by the construction work.
- Arrangements for the management of health and safety of construction work and monitoring of compliance with health and safety law.
- Information about welfare arrangements.

(6) The Health and Safety File is a record of information for the client who tells them, and those who might be responsible for the structure in future, of the risks that have to be managed during maintenance, repair or renovation.

Intelligent Work Space Ltd has to ensure that the file is prepared as the project progresses and will hand it over to the client when the project is complete. The client has to make it available to those who will work on future design, building, maintenance, or demolition of the structure.