

CDM Coordinator Services

Nearly all the CDM Coordinators duties are to ensure things are done and completed to your satisfaction.

M T Associates have a wide experience in interpreting the 'Construction (Design and Management) Regulations 2007 and in acting as CDM Coordinators. The following are the services we are able to provide when appointed as CDM Coordinators:

- Provide suitable and sufficient advice and assistance to the Client in order to help them to comply with their duties under the CDM Regulations 2007, in particular:

The duty to appoint competent Designers and Contractors – we will assess the competence and resources of the Designers and Contractors that the client has yet to appoint. Similarly, we will assess the Designers working for Contractors if asked to do so.

The duty to ensure that adequate arrangements are in place for managing the project – we will advise the Client on the adequacy of the management arrangements in place, and inform the Client if we feel they are insufficient, or any clarification of roles is necessary.

Review any existing Health and Safety File, Asbestos Survey Report, Structural Report, Geotechnical Report, Contamination Report etc.

- Notify the Health and Safety Executive of the project as a whole (initial Notification) and then issue updates as the Principal Contractor is appointed and as any significant changes to the project occur.
- Co-ordinate design work; planning and other preparation for construction where relevant to Health and Safety.
- Identify and collect the Pre-Construction Information and advise the Client if surveys need to be commissioned to fill significant gaps.
- Liaise with the Designers and attend design co-ordination meetings as appropriate throughout the design process and ensure that Designers comply with their duties under CDM Regulations 11 and 18.

- Prepare the Pre-Construction Information Packs and issue copies to all those involved with the design of the structure; and to every contractor (including the Principal Contractor) who may be, or has been appointed by the Client. This includes tendering contractors.
- Manage the flow of health and safety information between Clients, Designers and Contractors.
- Advise the Client on the suitability of the initial Construction Phase Health and Safety Plan and the arrangements made to ensure that welfare facilities are on site from the start of the construction phase.
- Review the information prepared in the Health and Safety File, deal with any key errors or omissions, and hand over the final Health and Safety File(s) to the Client. It is essential that any contractual arrangements that the Client makes with the Designers, the Principal Contractor and subcontractors includes a condition that they supply all necessary information to enable the Health and Safety File to be completed by the Principal Contractor. This information should include (but is not limited to): as built drawings, specification, operation and maintenance manuals, test certificates, and details of any residual risks or hazards. The accuracy of the information provided remains the responsibility of the Designers

For a free initial consultation to discuss your project please telephone +44 (0) 1604 711707.