

SHREC SHEET



NO 12 CDM NOTIFICATION OF A CONSTRUCTION PROJECT

INTRODUCTION

Under the Construction (Design and Management) Regulations, (CDM) 2015 there is a requirement to notify the Health and Safety Executive (HSE) if any construction project:

- is likely to last longer than **30 days and have more than 20 workers** working simultaneously at any point in the project or
- involves **more than 500 person days** (only days to be worked are counted).

The HSE must be formally notified of the project by the **client** using an F10 form (or similar) or via the HSE online form at: <https://extranet.hse.gov.uk/lfserver/external/f10> as soon as practicable before the construction phase begins. Notification also applies where work only involves one contractor or for work required for a domestic client.

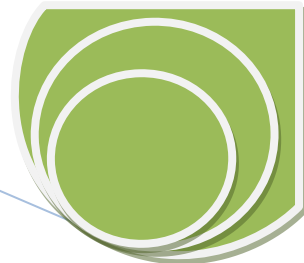
Alternatively, the attached form can be used for notifying the HSE of a CDM construction project by posting to: 'F10 Scanning Centre, Health and Safety Executive, c/o Central Despatch, Redgrave Court, Merton Road, Bootle, Merseyside L20 7HS'.

If the scope and arrangements for the project change during pre-construction, the client needs to arrange for the HSE to be informed of relevant changes to the Notice. Also, if the project is initially not deemed to be notifiable but subsequently meets the criteria above, the **client** must notify the HSE as soon as possible.

Under the Data Protection Act, (DPA) the HSE will keep information provided in this form (known as 'personal data' in the DPA). The HSE are defined as a 'data controller' for the purposes of DPA and the HSE will process this data for health, safety and environmental purposes. The HSE may disclose the data to any person or organisation for the purposes for which it was collected or where the DPA allows disclosure. As data subject, your company has the right to ask the HSE for a copy of the data and to ask that any inaccurate data be corrected.

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Notification of a construction project

under the Construction (Design and Management) Regulations 2015.

1. Are you providing initial notification of the project or providing additional information not previously available?

Initial notification

☐

Update information

☐

2. Date of forwarding this notification:

3. Are there multiple site locations? Yes/ no

Provide the full address including postcode of the construction site:

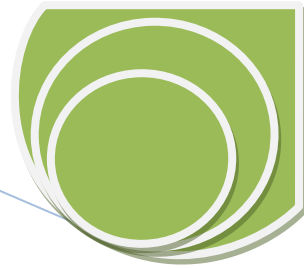
Note: If there are multi-sites, the above site should be the main site office.

4. Name of the Local Authority where the construction site is located:

5. Give a brief description of the project/ construction work to be undertaken:

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6. Contact details of the Client:

Name:

Address:

Postcode:

Telephone number:

Email address:

If there is more than one client, please attach details on a separate sheet.

7. Contact details of any Designer already appointed:

Name:

Address:

Postcode:

Telephone number:

Email address:

If there is more than one Designer, please attach details on a separate sheet.

8. Contact details of Principal Designer:

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Name:

Address:

Postcode:

Telephone number:

Email address:

9. Contact details of Principal Contractor:

Name:

Address:

Postcode:

Telephone number:

Email address:

10. Contact details of any Contractor already appointed:

Name:

Address:

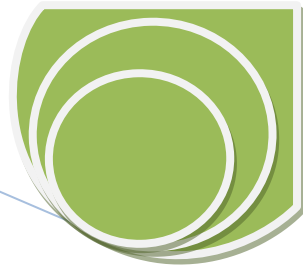
Postcode:

Telephone number:

Email address:

If there is more than one Contractor, please attach details on a separate sheet.

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11. What is the time allocated by the client for the construction work?

12. Provide estimates of the following:

- a. The planned or estimated date for the start of the construction phase:
- b. The planned or estimated duration of the construction phase (weeks):
- c. The estimated maximum number of people at work on the site at any one time:
- d. The planned number of contractors on the site:

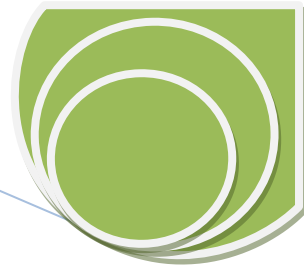
13. Client declaration:

Choose one of the following options:

- ☐ As client for this project, I hereby declare that I am aware of my duties under the Construction (Design and Management) Regulations 2015.
- ☐ On behalf of the client, I hereby declare that the client is aware of their duties under the Construction (Design and Management) Regulations 2015.
- ☐ On behalf of the client, I hereby declare that I have made the client aware of their duties under the Construction (Design and Management) Regulations 2015.

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Signed by or on behalf of the organisation:

Print name:

Role:

Date:

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