



JBMPS Ltd CDM 2015 Policy

1 Overview:

All works that fall within scope of The CDM Regulations 2015 will be considered carefully by our management team to ensure that the correct appointments are made and the correct responses are communicated to the client and the HSE. All staff personnel have been familiarised with the CDM Regulations and we have a professional development program to improve interpersonal skills together with health and safety awareness.

JBMPS Ltd will respond to any information requests from clients or external safety co-ordinators and we will produce safety plans, method statements and risk assessments for all projects.

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he safety plan and the underpinning statements will be delivered to the workforce by presenting and recording tool box talks in the workplace and the on-going recording of our managers and employees.

2 Competence of our managers and workforce:

JBMPS Ltd will:

- ❖ Appoint or engage a Principle designer, principal contractor, contractor or employee after we have taken reasonable steps to ensure that the person to be appointed or engaged is competent;
- ❖ Only appoint persons to accept such an appointment or engagement who are competent;
- ❖ Arrange for a competent worker to carry out or manage design or construction work.

Any reference within this policy to personnel being deemed competent by JBMPS Ltd shall extend only to being competent to:

- ❖ Perform any designated requirement
- ❖ Avoid contravening any prohibition, imposed on themselves by or under any of the regulatory relevant statutory provisions.

3 Co-operation with the relevant parties within a construction project

Every person appointed to work on a project by JBMPS Ltd on whom a duty is placed by these Regulations, shall:

- ❖ Seek the co-operation of any other person concerned in any project involving construction work at the same or an adjoining site so far as is necessary to enable himself to perform any duty or function under the Regulations
- ❖ Co-operate with any other person concerned in any project involving construction work at the same or an adjoining site so far as is necessary to enable that person to perform any duty or function under the Regulations.

All personnel concerned in a project who are working under the control of another person shall report to that person anything which they are aware is likely to endanger the health or safety of themselves or others.



4 Co-ordination

All personnel concerned in any project on whom a duty is placed by these Regulations will coordinate their activities in a manner which ensures, so far as is reasonably practicable, the health and safety of all personnel, in so much as:

- ❖ Carrying out the construction work;
- ❖ Affected by the construction work.

5 General principles of accident prevention and risk reduction

All personnel appointed by JBMPS Ltd on whom a duty is placed by the current regulations in relation to the design, planning and preparation of a project we are involved in, will take account of the general principles of prevention in the performance of those duties during all the stages of the named project.

All nominated personnel on whom a duty is placed by the current regulations in relation to the construction phase of our projects shall ensure so far as is reasonably practicable that the general principles of prevention are applied in the carrying out of the construction work.

6 The client's duties in relation to the arrangements for managing projects

It will be the legal duty of our clients to take reasonable steps to ensure that the arrangements made for managing the project (including the allocation of sufficient time and other resources) by persons with a duty under the current regulations (including the client himself) are suitable to ensure that:

- ❖ The construction work can be carried out so far as is reasonably practicable without risk to the health and safety of any person
- ❖ The requirements of Schedule 2 of the regulations are complied with in respect of any person carrying out the construction work; and
- ❖ Any structure designed for use as a workplace has been designed taking account of the provisions of the Workplace (Health, Safety and Welfare) Regulations 1992 which relate to the design of, and materials used in, the structure.

The client has a legal obligation to take reasonable steps to ensure that the arrangements referred to are maintained and reviewed throughout the project.



7 Client's duty in relation to information

JBMPs Ltd understands that every client holds a legal obligation to ensure that

- ❖ Every person designing the structure
- ❖ Every contractor who has been or may be appointed by the named client is promptly provided with pre-construction information in accordance with the CDM regulation.

The pre-construction information issued shall normally consist of all the information in the client's possession (or which is reasonably obtainable), including:

- ❖ Any information about or affecting the site or the construction work;
- ❖ Any information concerning the proposed use of the structure as a workplace;
- ❖ The minimum amount of time before the construction phase which will be allowed to the contractors appointed by the client for planning and preparation for construction work; and
- ❖ Any information in any existing health and safety file, which is relevant to the person to whom the client provides it for the purposes specified in paragraph (3) of the regulations.

The purposes referred to in paragraph (2) are:

- ❖ To ensure so far as is reasonably practicable the health and safety of all personnel:
 - Engaged in the construction work,
 - Liable to be affected by the way in which it is carried out,
 - Who will use the structure as a workplace;
- ❖ Without prejudice to sub-paragraph to assist personnel to whom information is provided under this regulation:
 - To perform their duties under these Regulations,
 - To determine the resources referred to in regulation 9(1) which they are to allocate for managing the project.

8 Duties of Designers

Where JBMPs Ltd are appointed as a designer, we will not commence work in relation to a construction project unless any client for the project is aware of his duties under these Regulations.

The duties in paragraphs (3) and (4) shall be performed so far as is reasonably practicable, taking due account of other relevant design considerations.

Every designer shall in preparing or modifying a design which may be used in construction work avoid foreseeable risks to the health and safety of any person—

- ❖ Carrying out construction work;
- ❖ Liable to be affected by such construction work;
- ❖ Cleaning any window or any transparent or translucent wall, ceiling or roof in or on a structure;
- ❖ Maintaining the permanent fixtures and fittings of a structure;
- ❖ Using a structure designed as a workplace.

In discharging the duty in paragraph (3), the designer shall:

- ❖ Eliminate hazards which may give rise to risks;
- ❖ Reduce risks from any remaining hazards, and in so doing shall give collective measures priority over individual measures.

In designing any structure for use as a workplace the designer shall take account of the provisions of the Workplace (Health, Safety and Welfare) Regulations 1992 which relate to the design of, and materials used in, the structure.

Where JBMPs Ltd are acting as the designer we shall take all reasonable steps to provide with the



design, sufficient information about aspects of the design of the structure or its construction or maintenance as will adequately assist

- ❖ Clients;
- ❖ Other designers;
- ❖ Contractors, to comply with their duties under these Regulations.

When we act as a contractor we will not carry out construction work in relation to a project unless the client for the project is aware of his duties under these Regulations.

As the appointed contractor we will plan, manage and monitor construction work carried out by us or under our control in a way which ensures that, so far as is reasonably practicable, it is carried out without risks to health and safety to any party.

As the appointed contractor we shall ensure that any contractor who is appointed or engaged in connection with a project is informed of the minimum amount of time which will be allowed to plan and prepare before the construction work begins.

We endorse the requirement that we as a contractor shall provide every worker carrying out the construction work under our control with any information and training which he needs for the particular work to be carried out safely and without risk to health, including:

- ❖ Suitable site inductions, where not provided by any principal contractor;
- ❖ Information on the risks to the health and safety of all personnel—
 - Identified by his risk assessment under regulation 3 of the Management of Health and Safety at Work Regulations 1999
 - Arising out of the conduct by another contractor of his undertaking and of which he is or ought reasonably to be aware;
- ❖ The measures which have been identified by the contractor in consequence of the risk assessment as the measures he needs to take to comply with the requirements and prohibitions imposed upon him by or under the relevant statutory provisions;
- ❖ Any site rules;
- ❖ The procedures to be followed in the event of serious and imminent danger to such workers
- ❖ The identity of the persons nominated to implement those procedures.

Without prejudice to paragraph (4) of the regulations, we accept that every contractor shall in provide the employees he is responsible for with any health and safety training which he is required to provide to them in respect of the construction work by virtue of regulation 13(2)(b) of the Management of Health and Safety at Work Regulations 1999.

When JBMPs Ltd have been appointed as a contractor we shall not begin work on a construction site unless reasonable steps have been taken to prevent access by unauthorised persons to that site. When we have been appointed as a contractor we shall ensure, so far as is reasonably practicable, that the requirements of the schedules 2 are complied with throughout the construction phase in respect of any person at work who is under our control.

9 Additional duties of contractors

Where a project is notifiable, we as the appointed contractor shall not carry out construction work in relation to the project unless:

- ❖ We have been provided with the names of the Principle Designer and principal contractor;
- ❖ We have been given access to such part of the construction phase plan as is relevant to the work to be performed by him, containing sufficient detail in relation to such work;



10 JBMPs Ltd will in all respects...

- ❖ Promptly provide the named principal contractor with any information (including any relevant part of any risk assessment in his possession or control) which:
 - Might affect the health or safety of any person carrying out the construction work or of any person who may be affected by it,
 - Might justify a review of the construction phase plan
 - Has been identified for inclusion in the health and safety file in pursuance of Regulation 13(3) (b);
- ❖ Promptly identify any contractor whom we appoint or engage in turn in connection with the project to the principal contractor;
- ❖ Comply with:
 - Any directions of the named principal contractor given to us under regulation 13(3) (a), and
 - Any common site rules;
- ❖ Promptly provide the named principal contractor with the information in relation to any death, injury, condition or dangerous occurrence which the contractor is required to notify or report under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

JBMPs Ltd shall as a matter of principle:

- ❖ Comply with our duty under regulation 15(2) we will take all reasonable steps to ensure that the construction work is carried out in accordance with the construction phase plan;
- ❖ Take appropriate action to ensure that the agreed health and safety procedures are undertaken where it is not possible to comply with the construction phase plan in any particular case
- ❖ We will notify the principal contractor of any significant finding which requires the construction phase plan to be altered or added to.

10 The general duties of the principle designer

We understand that the Principle Designer shall

- ❖ Give suitable and sufficient advice and assistance to the client on undertaking the measures he needs to take to comply with these Regulations during the project (including, in particular, assisting the client in complying with regulations 4 and 6);
- ❖ Ensure that suitable arrangements are made and implemented for the co-ordination of health and safety measures during planning and preparation for the construction phase, including facilitating—
 - Co-operation and co-ordination between all personnel concerned in the project in pursuance of regulations 11 (5) (a),
 - The application of the general principles of prevention in pursuance of regulation 11 (104)
- ❖ Liaise with the principal contractor regarding all relevant health and safety issues and arrangements.



11 Duties of the principle contractor

When JBMP's Ltd act as the principal contractor for a project we shall

- ❖ Plan, manage and monitor the construction phase in a way which ensures that, so far as is reasonably practicable that it is carried out without risks to health or safety, including facilitating
 - Co-operation and co-ordination between all personnel concerned in the project in pursuance of regulations 11 (5),
 - The application of the general principles of prevention in pursuance of regulation 104 (11)(c);
- ❖ Liaise with the Principle Designer in performing his duties in regulation 11 during the construction phase in relation to any design or change to a design;
- ❖ Ensure that welfare facilities sufficient to comply with the requirements of Schedule 2 are provided throughout the construction phase for all relevant parties;
- ❖ Where necessary for health and safety, we will draw up rules which are appropriate to the construction site and the activities on it (referred to in these Regulations as “site rules”);
- ❖ Give reasonable directions to any contractor so far as is necessary to enable the principal contractor to comply with his duties under these Regulations;
- ❖ Ensure that every contractor is informed of the minimum amount of time which will be allowed to him for planning and preparation before he begins construction work;
- ❖ Where necessary, we will consult a nominated contractor before finalising such part of the construction phase plan as is relevant to the work to be performed by him;
- ❖ Ensure that every nominated contractor is given, before he begins construction work and in sufficient time to enable him to prepare properly for that work, access to such part of the construction phase plan as is relevant to the work to be performed by him;
- ❖ Ensure that every nominated contractor is given, before he begins construction work and in sufficient time to enable him to prepare properly for that work, such further information as he needs—
 - To comply punctually with the duty under regulation 15(a),
 - To carry out the work to be performed by him without risk, so far as is reasonably practicable, to the health and safety of any person;
- ❖ Identify to each contractor the information relating to the contractor's activity which is likely to be required by the Principle Designer for inclusion in the health and safety file in pursuance of regulation 12(6) and ensure that such information is promptly provided to the Principle Designer;
- ❖ Ensure that the particulars required to be in the notice given under regulation 6 are displayed in a readable condition in a position where they can be read by any worker engaged in the construction work;
- ❖ Take reasonable steps to prevent access by unauthorised persons to the construction site.

JBMP's Ltd when acting as the principal contractor shall take all reasonable steps to ensure that every worker carrying out the construction work is provided with—

- ❖ A suitable site induction;
- ❖ The information and training referred to in regulation 15(8) by a contractor on whom a duty is placed by that regulation
- ❖ Any further information and training which he needs for the particular work to be carried out without undue risk to health or safety.



12 The principal contractor's duty to the construction phase plan and risk reduction

JBMPs Ltd when acting as the principal contractor shall

- ❖ Before the start of the construction phase, prepare a construction phase plan which is sufficient to ensure that the construction phase is planned, managed and monitored in a way which enables the construction work to be started so far as is reasonably practicable without risk to health or safety, paying adequate regard to the information provided by the designer under regulations 9(4) and 9(3) (b) and the pre-construction information provided under regulation 11(6) (b);
- ❖ From time to time and as often as may be appropriate throughout the project update, review, revise and refine the construction phase plan so that it continues to be sufficient to ensure that the construction phase is planned, managed and monitored in a way which enables the construction work to be carried out so far as is reasonably practicable without risk to health or safety; and
- ❖ Arrange for the construction phase plan to be implemented in a way which will ensure so far as is reasonably practicable the health and safety of all personnel carrying out the construction work and all personnel who may be affected by the work.

JBMPs Ltd when acting as the principal contractor shall take all reasonable steps to ensure that the construction phase plan identifies the risks to health and safety arising from the construction work (including the risks specific to the particular type of construction work concerned) and includes suitable and sufficient measures to address such risks, including any site rules

13 As the principal contractor. JBMPs Ltd accept the following duties in relation to co-operation and consultation with out workforce

JBMPs Ltd when acting as the principal contractor will

- ❖ Make and maintain arrangements which will enable JBMPs Ltd and the workforce engaged in the construction work to co-operate effectively in promoting and developing measures to ensure the health, safety and welfare of the overall workforce and in checking the effectiveness of such measures;
- ❖ Consult those workers or their representatives in good time on matters connected with the project which may affect their health, safety or welfare, so far as they or their representatives are not so consulted on those matters by any employer of theirs;
- ❖ Ensure that all workers or their representatives can inspect and take copies of any information which the principal contractor has, or which these Regulations require to be provided to him, which relates to the planning and management of the project, or which otherwise may affect their health, safety or welfare at the site, except any information
 - The disclosure of which would be against the interests of national security,
 - Which he could not disclose without contravening a prohibition imposed by or under an enactment,
 - Relating specifically to an individual, unless he has consented to its being disclosed,
 - The disclosure of which would, for reasons other than its effect on health, safety or welfare at work, cause substantial injury to his undertaking or, where the information was supplied to him by some other person, to the undertaking of that other person, or
 - Obtained by him for the purpose of bringing, prosecuting or defending any legal proceedings.



14 Safe places of work

JBMPs Ltd shall, so far as is reasonably practicable, provide suitable and sufficient safe access to and egress from every place of work and to and from every other place provided for the use of all personnel while at work, which access, and egress shall be properly maintained.

Every place of our work shall, as far as is reasonably practicable, be made and kept safe for, and without risks to health to, any person at work there.

Suitable and sufficient steps shall be taken to ensure, so far as is reasonably practicable, that no work person or visitor uses access or egress, or gains access to any place, which does not comply with the requirements of paragraph (1) or (2) respectively.

Every place of work shall, so far as is reasonably practicable, have sufficient working space and be so arranged that it is suitable for any person who is working or who is likely to work there, taking account of any necessary work equipment present.

15 Good order and site security

Every part of our construction site shall, so far as is reasonably practicable, will be kept in good order and every part of a shared construction site which is used as a place of work shall be kept in a reasonable state of cleanliness.

Where necessary in the interests of health and safety on our construction sites we shall arrange, so far as is reasonably practicable and in accordance with the level of risk posed, either

- ❖ That the perimeter is identified by suitable signs and be so arranged that its extent is readily identifiable;
- ❖ Be fenced off, or both

No timber or other material with projecting nails (or similar sharp object) shall—

- ❖ Be used in any work;
- ❖ Be allowed to remain in any place, if the nails (or similar sharp object) may be a source of danger to any person.

16 Stability of Structures

JBMPs Ltd will take all practicable steps where necessary to prevent danger to any person, to ensure that any new or existing structure or any part of such structure which may become unstable or in a temporary state of weakness or instability due to the carrying out of construction work does not collapse.

Any buttress, temporary support or temporary structure will be of such design and so installed and maintained as to withstand any foreseeable loads which may be imposed on it, and will only be used for the purposes for which it is so designed, installed and maintained.

No part of a structure worked on by JBMPs Ltd shall be so loaded as to render it unsafe to any person.

17 Demolition or dismantling

The demolition or dismantling of a structure or part of a structure, by JBMPs Ltd will be planned and carried out in such a manner as to prevent danger or, where it is not practicable to prevent it, to reduce danger to as low a level as is reasonably practicable.

The arrangements for carrying out such demolition or dismantling shall be recorded in writing before the JBMPs Ltd – CDM 2015 Policy



demolition or dismantling work begins.

18 Excavations

All practicable steps shall be taken by JBMPs Ltd, where necessary to prevent danger to any person, including where necessary, the provision of supports or battering, to ensure that

- ❖ Any excavation or part of an excavation does not collapse;
- ❖ No material from a side or roof of, or adjacent to, any excavation is dislodged or falls; and
- ❖ No person is buried or trapped in an excavation by material which is dislodged or falls.

Suitable and sufficient steps will be taken to prevent any person, work equipment, or any accumulation of material from falling into any excavation. Without prejudice to paragraphs (1) and (2), suitable and sufficient steps will be taken, where necessary, to prevent any part of an excavation or ground adjacent to it from being overloaded by work equipment or material;

Construction work shall not be carried out in an excavation controlled by JBMPs Ltd where any supports or battering unless

- ❖ The excavation and any work equipment and materials, which affect its safety, have been inspected by a competent person
 - At the start of the shift in which the work is to be carried out,
 - After any event likely to have affected the strength or stability of the excavation, and
 - After any material unintentionally falls or is dislodged; and
- ❖ The person who carried out the inspection is satisfied that the work can be carried out there safely.

Where the person who carried out the site inspection has under regulation 24(1) (a) informed the person on whose behalf the inspection was carried out of any matter about which he is not satisfied; work shall not be carried out in the excavation until the matters have been satisfactorily remedied.

17 Traffic Routes

JBMPs Ltd shall organise the construction site in such a way that, so far as is reasonably practicable, that pedestrians and vehicles can move safely and without risks to health.

Traffic routes shall be suitable for the persons or vehicles using them and sufficient in number, located in suitable positions and of sufficient size.

A traffic route shall not satisfy sub-paragraph of the regulations unless suitable and sufficient steps are taken to ensure that

- ❖ Pedestrians or vehicles may use it without causing danger to the health or safety of persons near it;
- ❖ Any door or gate for pedestrians which leads onto a traffic route is sufficiently separated from that traffic route to enable pedestrians to see any approaching vehicle or plant from a place of safety;
- ❖ There is sufficient separation between vehicles and pedestrians to ensure safety or, where this is not reasonably practicable
 - There are provided other means for the protection of pedestrians,
 - There are effective arrangements for warning any person liable to be crushed or trapped by any vehicle of its approach;
- ❖ Any loading bay has at least one exit point for the exclusive use of pedestrians; and
- ❖ Where it is unsafe for pedestrians to use a gate intended primarily for vehicles, one or more doors for pedestrians is provided in the immediate vicinity of the gate, is clearly marked and is kept free from obstruction.



Every traffic route shall be
Indicated by suitable signs where necessary for reasons of health or safety;
Regularly checked; and
Properly maintained.

No vehicle shall be driven on a traffic route unless, so far as is reasonably practicable, that the traffic route is free from obstruction and permits sufficient clearance.

18 Vehicles

Suitable and sufficient steps shall be taken by JBMPs Ltd to prevent or control the unintended movement of any vehicle in the work areas.

Suitable and sufficient steps shall be taken to ensure that, where any person may be endangered by the movement of any vehicle, the person having effective control of the vehicle shall give warning to any person who is liable to be at risk from the movement of the vehicle.

Any vehicle being used for the purposes of construction work shall when being driven, operated or towed

- ❖ Be driven, operated or towed in such a manner as is safe in the circumstances; and
- ❖ Be loaded in such a way that it can be driven, operated or towed safely.

No person shall ride or be required or permitted to ride on any vehicle being used for the purposes of construction work otherwise than in a safe place thereon provided for that purpose.

No person shall remain or be required or permitted to remain on any vehicle during the loading or unloading of any loose material unless a safe place of work is provided and maintained for such person.

Suitable and sufficient measures shall be taken so as to prevent any vehicle from falling into any excavation or pit, or into water, or overrunning the edge of any embankment or earthwork.

19 Emergency routes and exits

Where necessary in the interests of the health and safety of any person on a construction site, a sufficient number of suitable emergency routes and exits shall be provided to enable any person to reach a place of safety quickly in the event of danger.

An emergency route or exit provided pursuant to regulations shall lead as directly as possible to an identified safe area.

Any emergency route or exit provided in accordance with regulations and any traffic route giving access thereto, shall be kept clear and free from obstruction and, where necessary, provided with emergency lighting so that such emergency route or exit may be used at any time.

In making provision under the regulations, account shall be taken of the relevant matters in noted regulation 39(2).

All emergency routes or exits shall be indicated by suitable signs.

NB ALL REFERENCES TO REGULATIONS UNLESS OTHERWISE STATED WILL BE AS NOTED IN The Construction (Design and Management) Regulations 2007