**Expectations of designers in relation to CDM2015**

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| **Issue** | **Expectation** |
| **Health and Safety Policy :** | |
| Statement of Intent regarding CDM compliance for design | Company policy contains a clear statement of intent. |
| Organisation – roles and responsibilities within the organisation for compliance with CDM 2015 | Company organisation is set out with clear roles, responsibilities and accountabilities. CDM roles and responsibilities are also included in an individual’s job description. |
| Arrangements (procedures) addressing legal responsibilities under CDM 2015 | Company arrangements are comprehensive and effective – all aspects of CDM designer duties covered, with clear means of how to do it and how to record it. |
| **Knowledge, skills, experience** | |
| CDM 2015 awareness | Senior, middle managers and other staff have a knowledge and understanding of CDM requirements. |
| CDM specific training – legal responsibilities and ‘how to’ for designers | Fully effective training in place ‘what’ and ‘how to’ for designers and industry guidance on CDM, with individuals needs identified and regular updates provided. In-house procedures are known and understood. |
| Training in designer awareness of health and safety hazards (from Director level to CAD technicians) | Effective training in hazards and risks associated with construction methods and processes, including maintenance and decommissioning, with individual’s specific needs identified, met and regularly updated. |
| Dissemination of DRM and CDM knowledge (learning from experience and feedback) within organisation | Company actively promotes ongoing learning in design risk management through formal feedback loop with design teams, with other project duty holders, and from site activities. Design team members read, participate and use the information. |
| Continuous improvement in organisation’s DRM and CDM knowledge and performance | Effective systems implemented for measuring knowledge and performance and continuous improvement. Membership of and active participation in communities of practice and professional/industry body forums including attendance at CPD events. Project reviews are undertaken to identify learning and innovation. |
| Cooperation and coordination with design team members | All team members regularly attend risk and opportunity meetings and design review workshops to identify issues and agree solutions together. Regular health and safety reviews of designs. Site visits during construction phase to see how design buildability is working on site. |
| **Practical implementation of designer duties and responsibilities** | |
| No design without establishing client awareness of client CDM duties and appointment of PD | Company’s CDM policy requires no design commences before client has been aware of their CDM duties. Policy is implemented by all staff and clients are aware of and understand their CDM duties. |
| Hazard identification, elimination and risk reduction | Company design procedures are actively used and followed by all staff. The principles of prevention are understood. Designers have access to and use hazard prompt checklists and good practice guidance material. Pre-construction information is sought and fully considered. ‘Red, amber, green’ lists or equivalent systems on what to do and not to do in design are used. |
| Integration of design risk management (DRM) into design process | DRM is fully integrated into the design phase with participation of the whole of organisation’s design team(s), resulting in elimination of hazards and reduction of risks through design choices or changes. Regular design reviews are undertaken in collaboration with other designers throughout design and planning phase. Clear notes of significant (including difficult to manage) issues are included on drawings/CAD designs/BIM. General or generic statements avoided. |
| Taking account of the Workplace Regulations | Company management systems for taking account of Workplace Regulations are used and followed by all staff. Applicable Workplace Regulations requirements are reviewed and the design assessed, developed, and changed to take each into account, with a record of how. |
| Design changes and health and safety implications | Company design change policy is actively used and followed by all staff. Changes are discussed and any new health and safety issues are identified and mitigated. Resultant risk information is shared with designers and contractors. |
| Health and safety information regarding the design | Company design information policy is actively used and followed by all staff. Notes on drawings and other design media show significant information. Competent person(s) review designs and information provided. |
| Residual significant health and safety information on as-built or as-laid drawings/CAD designs/BIM | Residual information policy is actively used and followed by all staff. Notes only show information fully relevant to future construction and maintenance work with no generic information or irrelevant construction phase information. Competent person(s) have reviewed drawings. |
|  | Designers are subject to regular performance assessments by design managers in respect of:   * Buildability aspects of design * HSES innovation * Contributions to the pre-construction H&S Plan * Contributions to the H&S File * Elimination of hazards and risk through design * Contribution to design reviews/workshops |