Appendix F [**Construction Phase Plan Template**](#CPPTemplate)

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| **Company Name** | |  | | | | | | |
| **Description of Project** | | | | | **Details** | | | |
| **1. Project description and program details including any key dates** | | | | |  | | | |
| **2. Details of the project team** | | | | |  | | | |
| 1. Client | | | | |  | | | |
| 1. Principal designer | | | | |  | | | |
| 1. Designer(s) | | | | |  | | | |
| 1. Principal contractor | | | | |  | | | |
| 1. Contractor(s) | | | | |  | | | |
| **3. Extent and location of existing records and plans which are relevant to health and safety on site, including information on existing structures when appropriate** | | | | |  | | | |
| **Management of the work** | | | | | **Details** | | | |
| **1. Management and responsibilities** | | | | |  | | | |
| **2. Health and safety goals for the project and arrangements for monitoring and review of health and safety performance.** | | | | |  | | | |
| **3. Health and safety arrangements for the construction phase to include welfare provision.** | | | | |  | | | |
| **4. Site rules** | | | | |  | | | |
| **5. Arrangements for:** | | | | |  | | | |
| 1. Cooperation between the project team on site and coordination of their work. | | | | |  | | | |
| 1. Consultation with the workforce. | | | | |  | | | |
| 1. The exchange of design information between duty holders. | | | | |  | | | |
| 1. Handling design changes during the project. | | | | |  | | | |
| 1. The selection and control of contractors. | | | | |  | | | |
| 1. The exchange of health and safety information between contractors. | | | | |  | | | |
| 1. Site security | | | | |  | | | |
| 1. Site induction | | | | |  | | | |
| 1. On-site training | | | | |  | | | |
| 1. Welfare facilities | | | | |  | | | |
| 1. The reporting and investigation of accidents and incidents including near misses | | | | |  | | | |
| 1. The production and approval of risk assessments and written systems of work. | | | | |  | | | |
| 1. Fire and emergency procedures | | | | |  | | | |
| **Arrangements for controlling significant risk** | | | | | **Details** | | | |
| **1. Safety risks including:** | | | | |  | | | |
| 1. Delivery and removal of materials (including waste) and work equipment taking account of any risks to the public (for example during access and egress to and from site) | | | | |  | | | |
| 1. Dealing with services – water, electricity, gas and including overhead services. | | | | |  | | | |
| 1. Accommodating adjacent land use. | | | | |  | | | |
| 1. Stability of structures, whilst carrying out construction works including temporary structures and unstable existing structures. | | | | |  | | | |
| 1. Preventing falls. | | | | |  | | | |
| 1. Work with or near fragile materials. | | | | |  | | | |
| 1. Work involving the assembly or dismantling of heavy prefabricated components | | | | |  | | | |
| 1. Work near high voltage cables | | | | |  | | | |
| 1. Work on excavations and work where there are poor ground conditions. | | | | |  | | | |
| 1. Work in confined spaces. | | | | |  | | | |
| 1. Working on or near water. | | | | |  | | | |
| 1. Diving works. | | | | |  | | | |
| 1. Work in a caisson with a compressed air system. | | | | |  | | | |
| 1. Work involving explosives. | | | | |  | | | |
| 1. Traffic routes and segregation pf pedestrians. | | | | |  | | | |
| 1. Storage of materials and work equipment. | | | | |  | | | |
| 1. Work which puts workers at risk form chemical or biological hazards. | | | | |  | | | |
| 1. Work with ionising radiations requiring designation of controlled or supplied areas. | | | | |  | | | |
| **2. Health risks including:** | | | | |  | | | |
| 1. The removal of asbestos. | | | | |  | | | |
| 1. Dealing with contaminated land. | | | | |  | | | |
| 1. Manual handling. | | | | |  | | | |
| 1. Use of hazardous substances. | | | | |  | | | |
| 1. Noise or vibration. | | | | |  | | | |
| 1. Exposure to UV radiation. | | | | |  | | | |
| **The Health and Safety File** | | | | | | | | |
| **1. Layout and format** | | | | |  | | | |
| **2. Arrangements for collecting and gathering information** | | | | |  | | | |
| **3. Storage information** | | | | |  | | | |
| **Significant design and construction hazards** | | | | |  | | | |
| **1. Significant design assumptions and suggested works methods sequences or other control measures.** | | | | |  | | | |
| **2. Arrangements for co-ordination of ongoing design work and handling design changes** | | | | |  | | | |
| **3. Information on significant risk identified during design work** | | | | |  | | | |
| **4. Materials requiring particular precautions** | | | | |  | | | |
| **Additional notes** | | | | | | | | |
|  | | | | | | | | |
| **Name** |  | **Position** |  | **Signature** | |  | **Date** |  |