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.
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| 1. Consultation with the workforce.
 |  |
| 1. The exchange of design information between duty holders.
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| 1. Handling design changes during the project.
 |  |
| 1. The selection and control of contractors.
 |  |
| 1. The exchange of health and safety information between contractors.
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| 1. Site security
 |  |
| 1. Site induction
 |  |
| 1. On-site training
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| 1. Welfare facilities
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| 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.
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| 1. Accommodating adjacent land use.
 |  |
| 1. Stability of structures, whilst carrying out construction works including temporary structures and unstable existing structures.
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| 1. Preventing falls.
 |  |
| 1. Work with or near fragile materials.
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| 1. Work involving the assembly or dismantling of heavy prefabricated components
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| 1. Work near high voltage cables
 |  |
| 1. Work on excavations and work where there are poor ground conditions.
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| 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.
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| 1. Work which puts workers at risk form chemical or biological hazards.
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| 1. Work with ionising radiations requiring designation of controlled or supplied areas.
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| **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** |  |