

Construction Phase Plan Checklist

Remember that this checklist should be tailored to the specific requirements of the project. It's important to thoroughly review the CPP to ensure that it effectively addresses health and safety concerns during the construction phase.

Project Information:

- Is the project name, location, and description clearly stated?
- Are the key stakeholders (client, principal contractor, designers) identified?
- Is the project duration mentioned?

Roles and Responsibilities:

- Are the roles and responsibilities of the principal contractor, subcontractors, and designers clearly defined?
- Is there a designated competent person responsible for health and safety on the site?
- Are arrangements for communication and coordination among parties clearly outlined?

Health and Safety Management:

- Are potential health and safety risks associated with the construction phase identified?
- Is the risk assessment process explained, including how risks will be assessed and controlled?
- Are control measures outlined for each identified risk?
- Are procedures for handling hazardous substances or materials (COSHH) included?
- Is there a description of the procedures for managing site-specific risks (e.g., working at height, excavation, confined spaces)?
- Are procedures for managing contractors and ensuring their compliance with health and safety requirements specified?

Site Rules and Procedures:

- Are site-specific rules and procedures outlined for access, egress, and movement on the site?
- Are requirements for personal protective equipment (PPE) clearly stated?
- Are instructions for working safely near live services (e.g., electricity, gas) included?

Site Induction:

- Is there a plan for providing site induction to all workers and visitors?
- Are the topics covered in the site induction listed (e.g., site hazards, emergency procedures, welfare facilities)?
- Is there a process for ensuring that new workers and visitors receive the induction before starting work on-site?

Communication:

- Are communication channels among stakeholders detailed?
- Is there a process for reporting incidents, near misses, and concerns related to health and safety?
- Are there regular meetings planned to discuss health and safety matters?

Emergency Procedures:

- Are emergency procedures outlined for various scenarios (e.g., fire, medical emergencies, evacuation)?
- Is there clear guidance on how to raise alarms and notify emergency services?
- Are emergency contact details for relevant personnel provided?

Welfare Facilities:

- Are provisions for welfare facilities (e.g., rest areas, sanitation, clean water) clearly described?
- Are details about the location of welfare facilities provided?

Monitoring and Review:

- Is there a plan for monitoring and reviewing the effectiveness of health and safety measures?
- Are intervals for safety inspections and audits specified?
- Is there a process for updating the Construction Phase Plan as needed based on changing conditions or new risks?

Legal Compliance:

- Does the Construction Phase Plan comply with local health and safety regulations and the Construction (Design and Management) Regulations, if applicable?

Documentation:

- Is the Construction Phase Plan adequately documented and accessible to all relevant parties on the construction site?