

GHPC - TYPICAL SERVICE OVERVIEW

PRINCIPAL DESIGNER

General Duties

- Liability as Statutory Principal Designer
- Provide CDM and Health & Safety advice to Client as necessary
- Issue F10 Notifications for project on behalf of Client
- Plan, manage, monitor & co-ordinate matters relating to Health & Safety during the pre-construction phase

Planning & Initial Design Stage

- Review & assess adequacy of existing project information
- Advise Client of additional relevant information required for Pre-Construction Information
- Provide initial project-specific Pre-Construction Information to Designers & anyone investigating / assessing the site
- Co-ordinate matters relating to Health & Safety in design work during the pre-construction phase
- Assess Skills, Knowledge, Capability & Experience (SKE) of Design Team on behalf of the Client (as required)
- Attend Project + Design Team Meetings
- Chair Regular Design Risk Reviews (as required)
- Review & co-ordinate project Design Risk Assessment Process
- Manage flow of Health & Safety Information between Client, Designers & Principal Contractors
- Agree Health & Safety File format during pre-construction phase

Tender Stage

- Produce Pre-Construction Information for Tender Pack
- Provide Principal Designer advice & input to tender review (as required)
- Assess Skills, Knowledge, Capability & Experience (SKE) of Principal Contractor on behalf of the Client (as required)

Construction Stage

- Provide the relevant Pre-Construction Information to the Principal Contractor
- Review the Principal Contractor's initial Construction Phase H&S Plan (CPHSP)
- Advise Client on suitability of the CPHSP and Welfare Arrangements of the Principal Contractor
- Continue to co-ordinate matters relating to Health & Safety in design work

Health & Safety File

Depending on the Client's requirements, there are three possible options whereby GHPC Group Ltd can provide H&S File Services to a project:

- Prepare the full Health & Safety File
- Prepare a Draft Health & Safety File for the pre-construction stage and hand over to Principal Contractor to complete
- Health & Safety File Review Service, where a third party prepares the H&S File for the project