

# CDM Co-ordinator

## 2 days

*"The CDM Workshop was very well presented and informative and a complicated subject was made easy to follow and understand. The trainer used lots of practical and personal examples to illustrate the points he was discussing. Overall I found it very worthwhile and interesting."*  
Somerset Construction Training Ltd Attendee

### Who is it for?

The two day course is designed for Company employees who will be expected to take on the role of CDM Co-ordinator on their own company's construction projects. It is not intended to enable students to act as Consultant CDM Co-ordinators in their own right.

### Course Requirements:

The Delegate should have knowledge of the following:

- Have a basic knowledge of the CDM Regulations
- Be able to read drawings
- Have a basic knowledge in the Construction Industry



### Aims

To ensure that students are aware of the legal duties placed upon CDM Co-ordinators by current legislation.

### Objectives

At the conclusion of the course, the student will be capable of demonstrating a sound knowledge of:

- The statutory obligations placed on Clients, Designers, CDM Co-ordinators, Principal Contractors and Contractors.
- The CDM Co-ordinators role.
- The risk assessment process and its relevance in the preparation of the Health & Safety Plan.
- Health & Safety Plan and Health & Safety File Preparation.

### Location and Course Dates

The CDM Co-ordinator course is run from our Training Centre in Bristol.

Course dates can be found on the Training Page of [www.bsgltd.co.uk](http://www.bsgltd.co.uk)

*"The speaker clearly knew his topic very well, and I would recommend the course, overall."*  
Somerset Construction Training Ltd.

## Course Programme:

Day One:

Subject	Timing
Introduction & Administration	08:45-09:00
Existing Legislation. <ul style="list-style-type: none"> <li>The Health &amp; Safety at Work etc Act 1974</li> <li>The Management Regulations</li> <li>Other Regulations and HSE Focus</li> </ul>	09:00-10:30
<b>Coffee Break</b>	10:30-10:45
Existing Legislation (Continued)	10:45-11:15
The CDM Regulations. <b>An overview of the Regulations – including</b> <ul style="list-style-type: none"> <li>Applications, Definitions and Notification</li> <li>Duties of the Client, Designer, Planning Supervisor, Principal Contractor and other Contractors and a look at The Health &amp; Safety Plan and Health &amp; Safety File</li> </ul>	11.15-12:30
<b>Lunch</b>	12:30-13:00
The Planning Supervisor <ul style="list-style-type: none"> <li>Overview of the Planning Supervisors Role</li> <li>Who can be a Planning Supervisor</li> <li>Planning Supervisors duties at the various stages of a construction project</li> </ul>	13:00-14:30
<b>Tea Break</b>	14:30-14:45
The Planning Supervisor (Continued)	14:45-16:00
Safe Systems of Work Designing and Planning for safe construction, use, maintenance and demolition	16:00-17:00

Day Two:

Subject	Timing
The Health & Safety Plan <ul style="list-style-type: none"> <li>Contents</li> <li>Pre-tender – identifying hazards on site and in design</li> <li>Pre-contract and identifying further possible hazards</li> </ul>	08:45-10:30
<b>Coffee Break</b>	10:30-10:45
Health & Safety Plan Practical Exercise <ul style="list-style-type: none"> <li>Break-out groups to produce a typical Health &amp; Safety plan from information provided.</li> </ul>	10:45-12:30
<b>Lunch Break</b>	12:30-13:00
Risk Assessment and Method Statements <ul style="list-style-type: none"> <li>Principals of Risk Assessment</li> <li>Risk Assessment Practical Exercise</li> <li>Contents of Method Statements</li> <li>Method Statement Preparation</li> </ul>	13:00-14:30
<b>Tea Break</b>	14:30-14:45
Risk Assessment and Method Statement (Continued) <ul style="list-style-type: none"> <li>Report back by Break-out Groups</li> </ul>	14:45-15:45
Questions and Answers <ul style="list-style-type: none"> <li>Review and Dispersal</li> </ul>	15:45-16:15

## How much will it cost?

Open Courses:

**Members: £335 + vat per delegate**

**Non-Members:**

**£375 + vat per delegate**

Price includes course materials, certification, and lunch.

## TO BOOK

Contact the training department now

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