



AM Safety Specialists Ltd

A Service Overview for the provision of
Construction (Design and Management)
Coordination Services



Introduction

The following document is to detail the service details for AM Safety Specialist Ltd to provide CDM Coordination Services, ensuring full compliance with the Construction (Design and Management) Regulations 2007.

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AM Safety Specialists Ltd – CDMC Services

AM Safety Specialists Ltd supply clients with qualified personnel to act as CDM co-ordinators in accordance with CDM Regulations. Our experienced CDM co-ordinators have successfully undertaken a range of challenging projects including CDM contracts for the BBC, Eurostar, Thomson, Tesco & KPN.

CDM Coordinators bring together designers, construction teams and Health & Safety advisors prior to commencement of building and are responsible for reviewing design changes throughout construction.



CDM CO-ORDINATOR



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Getronics appointed AM Safety Specialists Ltd to act as our CDM Co-ordinator on a project to replace aging cooling infrastructure at our Data Centre in Runcorn, Cheshire

AM Safety Specialists Ltd were recommended to Getronics by our own H & S Manager and successfully delivered in all areas ensuring our principal contractor completed the project in a timely manner and without issue. We fully recommend AM Safety Specialists Ltd, they removed the pain element out of the red tape brought about by the 2007 CDM regulations

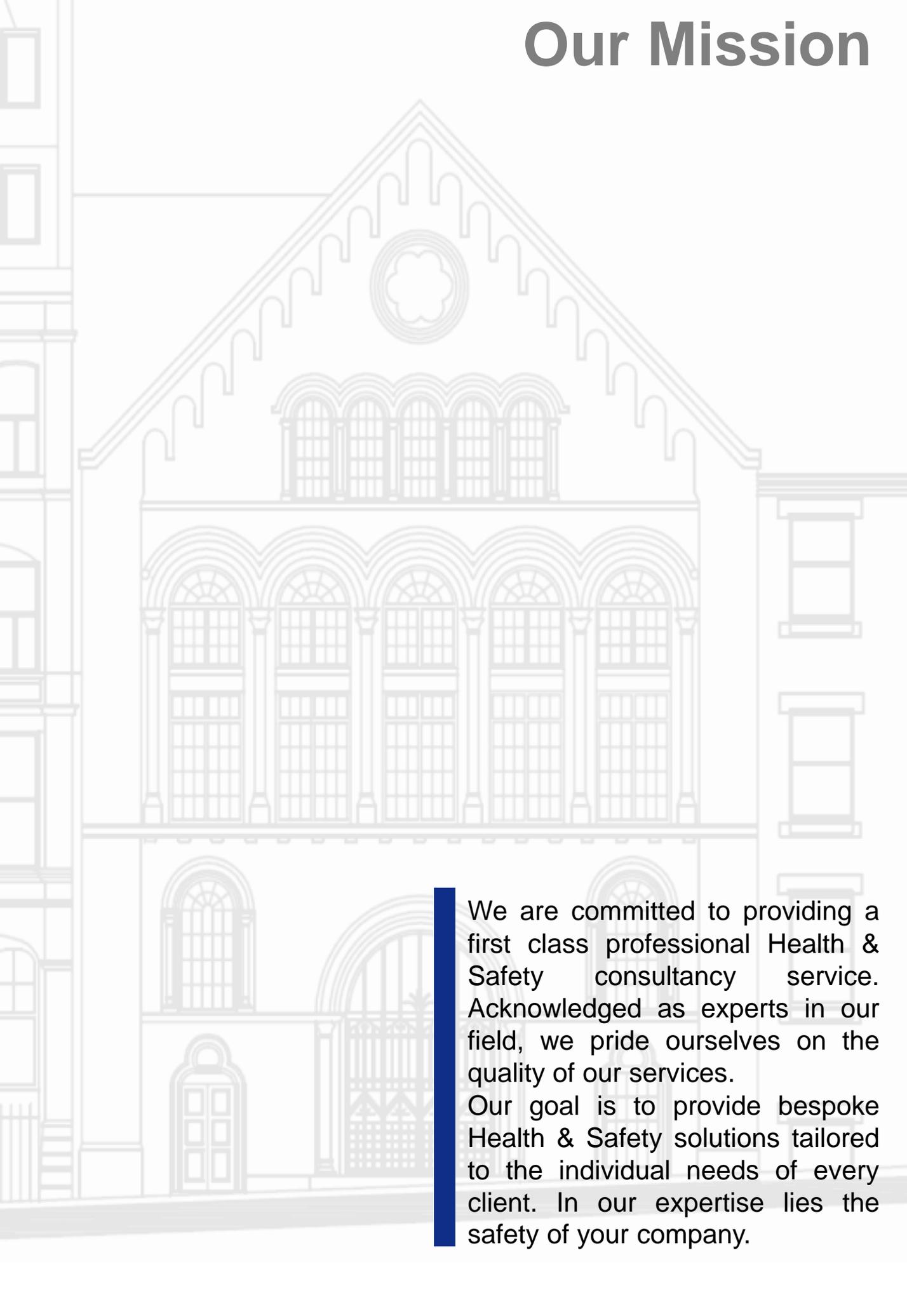
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Howard Pincock
Head of Data Centre Services

Getronics

a KPN company

Our Mission



We are committed to providing a first class professional Health & Safety consultancy service. Acknowledged as experts in our field, we pride ourselves on the quality of our services.

Our goal is to provide bespoke Health & Safety solutions tailored to the individual needs of every client. In our expertise lies the safety of your company.



Project Portfolio

Some examples of current and recent projects we have undertaken as CDM Coordinators

BBC New Broadcasting House

CDM Coordination Services for the fit-out of the new BBC flagship building at Portland Place, Regents Street. A challenging project that was delivered successfully ahead of the staff migration program.

We currently are undertaking CDM Projects at the building for the further development of this W1 campus including:

Audio, Editing & Playout restructure

The One Show

London TV studios

Arabic and Persian TV



Eurostar HQ

CDM Coordination Services for the strip-out and refit of
M&E services to the head office for Eurostar
International Ltd



Bentley Priory

CDM Coordination Services for the renovation of the iconic Bentley Priory into a museum and exclusive living accommodation





Service Overview





Services provided by our CDM Coordinators in accordance with the 2007 Regulations include:

Advice and assistance to enable compliance with the requirements of relevant legislation.

Notification to the Health & Safety Executive of projects.

Coordination of the design, planning and all preparations in relation to Health & Safety issues.

Identification of relevant Health & Safety information to ensure it is notified to relevant parties.

Production and maintenance of a Health & Safety file that is available to all relevant parties.

Our CDM Coordinators undertake site visits and audits to monitor Health & Safety arrangements. They provide the advice and guidance necessary for clients to meet, and exceed, the requirements

Service Overview

Item No.	Description
1	<p>Advise and assist the client on measures he needs to take to ensure Client complies with his duties, particularly:</p> <p><u>Regulation 4: Competence</u> AM Safety Specialists Ltd will issue and review Sub contractor questionnaires to all contractors tendering for work on this project. All findings will be matched to criteria set by AM Safety Specialists Ltd and then presented to clients who will then be assured of the contractor's competency.</p> <p><u>Regulation 9: Arrangements for managing projects</u> AM Safety Specialists Ltd will advise and assist to ensure sufficient time and resources are allocated to the project. We will ensure adequate welfare arrangements are in place as required by schedule 2 of CDM regulations. This will be an on-going process and will be continually reviewed throughout the project</p> <p><u>Regulation 10: Clients Duty to provide information</u> AM Safety Specialists Ltd will collate, advise and assist the Client in performing their duty of providing all necessary pre-construction information to the project team.</p> <p><u>Regulation 16: Start of construction phase</u> AM Safety Specialists Ltd will issue a certificate of compliance to show that both the Construction Phase Plan and welfare facilities are sufficient as per regulation 23 (1) & (2) and 22 (1)C.</p>
2	<p><u>Ensure that designers co-operate and co-ordinate</u> All designers will have access to AM Safety Specialists Ltd 24 hours a day 7 days a week in between design meetings.</p>
3	<p><u>Designers apply the general principles of prevention</u> During the monthly design meetings we will discuss the principles of prevention, life cycle costing, on-going maintenance and innovation of design</p>
4	<p><u>Liaise with the Principal Contractor on:</u> <u>Contents of Health and Safety file, Information needed to prepare the construction phase plan and design alterations</u> We will discuss the format of the Health and Safety file and at monthly meetings discuss alterations and collate information for inclusion in the file.</p>
5	<p><u>Identify & collect all pre-construction information & supply this information to relevant people in a relevant form:</u> We will work with the client to create Pre-Construction information pack during site visits and design meetings. We will also review all existing documentation</p>

Service Overview cont.

Item No.	Description
6	<p><u>Liaise with the Designer in respect of his duties under 11 and 18(2): Ensure that H&S issues are considered during design by:</u></p> <p>We will discuss and review these duties at design meetings and will also 24 hour 7 days a week advice.</p>
7	<p><u>Prepare the Health and Safety File</u></p> <p>Preparation of the Health and Safety file will begin as soon as the Principal Contractor is appointed and will be an ongoing process until completion.</p>
8	<p><u>Notification to HSE in the form of a completed F10 Notification</u></p> <p>AM Safety Specialists Ltd will complete and submit the initial F10 electronically, after which we will brief the client and contractor.</p> <p>AM Safety Specialists Ltd will also submit F10's should an amendment arise.</p>
9	<p><u>Facilitate liaison between Designer and Principal Contractor when designs are altered during the construction phase</u></p> <p>This will be reviewed and discussed at monthly meetings, we will advise on principles of prevention.</p>
10	<p><u>Major design alterations</u></p> <p>This will be reviewed and discussed at scheduled meetings, we will advise on principles of prevention.</p>
11	<p><u>Checking competence of client's (proposed) appointments (desk-top check only using standard methods)</u></p> <p>We will advise client on competency of named contractors</p>
12	<p><u>Collecting and preparing pre-construction information</u></p> <p>We will commence collating information as early as possible into the project</p>



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Looking after your Health and Safety