

## Notification of construction project

The Data Protection Act 1998 required the Health and Safety Executive (HSE) to inform you that this form may include information about you (this is called 'personal data' in the Act) and that we are a 'data controller' for the purposes of this Act. HSE will process these data for health, safety and environmental purposes. HSE may disclose these data to any person or organisation for the purpose for which it was collected or where the Act allows disclosure. As data subject, you have the right to ask for a copy of the data and to ask for any inaccurate data to be corrected.

**1. Guidance notes for completion - Please complete in block capitals using black ink**

### What should this form be used for

- To notify the enforcing authority for the Construction (Design and Management) Regulations 2007 of any project that is likely to last longer than 30 days or involve more than 500 person days of construction work.
- Any day on which construction work is carried out (including holidays and weekends) should be counted, even if the work on that day is of short duration.
- A person day is one individual, including supervisors and specialists, carrying out construction work for one normal working shift.
- Construction work for a domestic client is not notifiable.

### Who should use this form

- The CDM co-ordinator for the project.

### Where to send the completed form

- F10 Scanning Centre, Health and Safety Executive, c/o Central Despatch, Redgrave Court, Merton Road, Bootle, Merseyside L20 7HS.
- If the notifiable work is on an operation railway, the notification should be sent to the Office of Rail Regulation.

### When to send this form

- As soon as practicable after the CDM co-ordinator for the project is appointed by the client.

## 2. Notification type

Is this the initial notification of the project or are you providing additional information not previously available?

☐ Initial Notification      ☐ Additional Information

**3. Date of forwarding this notification or provision of additional information?**

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**4. Name of the Local Authority where the site is located**

[illegible]

**5. Address of the construction site** (Mandatory fields are marked with an asterisk(\*))

Are there multiple construction sites ☐ Yes ☐ No (Please give the main address below)

[illegible][illegible][illegible][illegible][illegible]

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

**6 a. Project type - IMPORTANT: Please select ONE checkbox only from this page**

For mixed projects please tick the box that reflects the primary element of the work. Additional information may be provided on the following page in section 6 b.

- |  |  |   |   |
|--|--|---|---|
| <input type="checkbox"/> Not Required        | <input type="checkbox"/> Asbestos      | <input type="checkbox"/> Building Services  | <input type="checkbox"/> Utilities Work   |
| <input type="checkbox"/> Painting&Decorating | <input type="checkbox"/> Road & Path   | <input type="checkbox"/> Site Investigation | <input type="checkbox"/> Telecomm. Towers |
| <input type="checkbox"/> Tunnel              | <input type="checkbox"/> Water Project | <input type="checkbox"/> Other              |   |

**Demolition/Dismantling**

- |                                |                                  |                                  |                                   |
|--------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> House | <input type="checkbox"/> Factory | <input type="checkbox"/> Chimney | <input type="checkbox"/> Railways |
| <input type="checkbox"/> Other |                                  |                                  |                                   |

**Mechanical & Electrical (M & E)**

- |                                       |                                 |
|---------------------------------------|---------------------------------|
| <input type="checkbox"/> Installation | <input type="checkbox"/> Repair |
|---------------------------------------|---------------------------------|

**Roofwork Repair**

- |                                      |                                     |                                |
|--------------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Commercial | <input type="checkbox"/> Other |
|--------------------------------------|-------------------------------------|--------------------------------|

**Groundworks**

- |                                 |                                     |                                       |                                |
|---------------------------------|-------------------------------------|---------------------------------------|--------------------------------|
| <input type="checkbox"/> Piling | <input type="checkbox"/> Tunnelling | <input type="checkbox"/> Underpinning | <input type="checkbox"/> Other |
|---------------------------------|-------------------------------------|---------------------------------------|--------------------------------|

**New Build - Civil Engineering**

- |   |  |                                   |                                |
|---|--|-----------------------------------|--------------------------------|
| <input type="checkbox"/> Bridge               | <input type="checkbox"/> Road              | <input type="checkbox"/> Waterway | <input type="checkbox"/> Docks |
| <input type="checkbox"/> New Build - Railways | <input type="checkbox"/> New Build - Other |                                   |                                |

**New Build - Commercial Premises**

- |                               |                                    |                                  |                                |
|-------------------------------|------------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> Shop | <input type="checkbox"/> Warehouse | <input type="checkbox"/> Factory | <input type="checkbox"/> Other |
|-------------------------------|------------------------------------|----------------------------------|--------------------------------|

**New Build - Residential Premises**

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Houses 1 - 5       | <input type="checkbox"/> Houses 6 - 10       | <input type="checkbox"/> Houses 11 - 20       | <input type="checkbox"/> Houses > 20       |
| <input type="checkbox"/> Flats 1 - 5 storey | <input type="checkbox"/> Flats 6 - 10 storey | <input type="checkbox"/> Flats 11 - 20 storey | <input type="checkbox"/> Flats > 20 storey |
| <input type="checkbox"/> Other              |  |   |  |

**Refurbishment (including Repair & Redecoration)**

- |                                     |                                      |                                  |                                |
|-------------------------------------|--------------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Residential | <input type="checkbox"/> Railway | <input type="checkbox"/> Other |
|-------------------------------------|--------------------------------------|----------------------------------|--------------------------------|

**Refurbishment (including Repair & Redecoration) - Civil Engineering**

- |                                 |                               |                                   |                                |
|---------------------------------|-------------------------------|-----------------------------------|--------------------------------|
| <input type="checkbox"/> Bridge | <input type="checkbox"/> Road | <input type="checkbox"/> Waterway | <input type="checkbox"/> Docks |
| <input type="checkbox"/> Other  |                               |                                   |                                |





## 9. Client contact details

Name\*

Address

Name

Street\*

District

Town\*

County

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

Telephone

Email

Address

## 10. Name and address of any designers already engaged

Name\*

Address

Name

Street\*

District

Town\*

County

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

Telephone

Email

Address

## 11. Name and address of any contractors already appointed

Name\*

Address

Name

Street\*

District

Town\*

County

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

Telephone

Email

Address



## 12. Time allowed

Time allowed by the client to the principal contractor (contractor referred to in regulation 15(b)) for the planning and preparation for construction work:     weeks

**13. Please give your estimates of the following:**

Planned date for the start of the construction phase\*   /   /   

Planned duration of the construction phase*				weeks
---	--	--	--	-------

Maximum number of people at work on site at any one time					
--	--	--	--	--	--

Planned number of contractors on the site	
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**14. Please fill in the following sections if you have additional addresses that you need to let us know about**

Specify the type of contact\*: ☐ Client ☐ Designer ☐ Contractor

[illegible][illegible][illegible]

Street\*

[illegible][illegible][illegible][illegible]

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

[illegible][illegible][illegible]

Specify the type of contact\*: ☐ Client ☐ Designer ☐ Contractor

[illegible]

Name \_\_\_\_\_

Address \_\_\_\_\_

Name

[illegible]

District

[illegible][illegible][illegible]

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

[illegible][illegible][illegible]

Address \_\_\_\_\_



Specify the type of contact\*: ☐ Client ☐ Designer ☐ Contractor

Name\*

Address

Name

Street\*

District

Town\*

County

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

Telephone

Email

Address

Specify the type of contact\*: ☐ Client ☐ Designer ☐ Contractor

Name\*

Address

Name

Street\*

District

Town\*

County

Country\* ☐ England ☐ Wales ☐ Scotland Postcode\*

Telephone

Email

Address

## 15. Declaration (\*delete as appropriate)

\* As client for this project, I hereby declare that I am aware of my duties under the Construction (Design and Management) Regulations 2007 (S.I. 2007/320).

\* On behalf of the client, I hereby declare that the client is aware of/ I have made the client aware of their duties under the Construction (Design and Management) Regulations 2007 (S.I. 2007/320).

Signed by /on behalf of the Client

Role

Date  /  /

Name

