

CDM 2015 Designer Competency Questionnaire v2



Name

*Number of years Industry
Experience*

Discipline

Job Title/ Position

Education/Qualifications

Notes to be Read Before Completing the Questionnaire

- 1) CDM 2015 requires any Designer appointed to a project to have the skills, knowledge and experience to fulfil the role they have been appointed to undertake. By completing this questionnaire you will be able to review the competence of designers.

- 2) Although Part A of the questionnaire is marked, the focus of the questionnaire is to establish Training needs in order to achieve and maintain an individual's competence.

- 3) Part B of the questionnaire is not marked as this depends on the practices of your employer and those your employer works for. However, those practices may leave you short of desirable experience, which this questionnaire seeks to identify so that training may be devised to address the deficit.

All answers are identified in blue

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PART A CDM 2015 Regulations

1. Which of the following have responsibility for ensuring the client is aware of his/her duties under CDM? (more than one answer is possible)

- Contractors The Principal Designer
 Designers The HSE

2. Who has overall responsibility for planning, managing and monitoring the pre-construction phase and for co-ordinating matters relating to health and safety during the pre-construction phase?

- The Client The Principal Contractor
 The Principal Designer Others

3. What do you believe designers must do to manage health and safety in construction? (more than one answer is possible)

- Make sure that they are competent.
 Prepare method statements for the construction of their designs
 Prepare designs which avoid foreseeable risk during construction and thereafter
 Provide adequate information about the design, and remaining risks
 Co-operate with the Principal Designer & with other designers, so that each can comply with their own duties under the regulations
 Prepare the health and safety File
 Co-ordinate their work with that of others in order to improve the way in which risks are managed and controlled

4. From a CDM perspective give 4 examples of roles which would be classed as a designer?

Architects, Engineers, Clients (if they specify layouts, materials etc), Project Managers, Quantity Surveyors, Contractors undertaking design, Manufacturers or suppliers of non standard products, Designers from other industries, Temporary works designers, anyone preparing or modifying a design.

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5. What is the criteria for Determining if the project is notifiable to the HSE?

Over 30 Days duration and have 20 people or more at any one time or exceed 500 Person days

6. What additional duties does a designer have which only applies on a notifiable project?

None – all designer’s duties apply whatever the size and duration of a project

7. List five duties of the client on all projects

Possible answers are:

1. Make suitable arrangements for managing a project, including the allocation of sufficient time and other resources.
2. Arrangements are suitable if they ensure that—
 - (a) the construction work can be carried out, so far as is reasonably practicable, without risks to the health or safety of any person affected by the project; and
 - (b) the minimum welfare facilities required by Schedule 2 are provided in respect of any person carrying out construction work.
3. Ensure that these arrangements are maintained and reviewed throughout the project.
4. Provide pre-construction information as soon as is practicable to every designer and contractor appointed, or being considered for appointment, to the project.
5. Ensure that—
 - (a) before the construction phase begins, a construction phase plan is drawn up by the contractor if there is only one contractor, or by the principal contractor; and
 - (b) the principal designer prepares a health and safety file for the project, which—
 - (i) complies with the requirements of regulation 12(5);
 - (ii) is revised from time to time as appropriate to incorporate any relevant new information; and
 - (iii) is kept available for inspection by any person who may need it to comply with the relevant legal requirements.
6. A client must take reasonable steps to ensure that the principal designer and the principal contractor comply with their duties.
7. If the Client disposes of it’s interest in a structure, they must provide the health and safety file to the person who acquires the structure.

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8. Where there is more than one contractor, or if it is reasonably foreseeable that more than one contractor will be working on a project at any time, the client must appoint in writing—
 - (a) a designer with control over the pre-construction phase as principal designer; and
 - (b) a contractor as principal contractor.
9. The appointments must be made as soon as is practicable, and in any event, before the construction phase begins.
10. If the client fails to appoint a principal designer or principal contractor, the client must fulfil the duties himself.
11. Where a project is notifiable, the client must give notice in writing to the HSE as soon as is practicable before the construction phase begins.

8. Define the term HAZARD

Anything with the potential to cause harm.

9. Define the term RISK

The likelihood that a hazard will cause (a specified) harm.

10. Name three different parties whose safety you would consider when you are establishing the hazards and risks associated with a project

- 1) Those undertaking construction works
- 2) Those liable to be affected by the construction work
- 3) Those cleaning the asset
- 4) Those maintaining the permanent asset
- 5) Those using the asset as a workplace

11. When you identify hazards in your design (which are not expected to be known by a competent contractor) what actions do you need to take?

Any answer describing processes which include at least these three basic steps:

- Take steps to reduce or at least control the risks through the design
- Provide information about those risks to the Principal Designer
- Ensure appropriate information is included in the health & safety file

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12.	If a design is prepared or modified outside Great Britain, who must ensure that the design complies with the CDM 2015 Regulations?
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The person who commissioned the design.
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Part B – About Your Experience

16.	Have you worked on site and Seen the problems from the contractors viewpoint
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- Yes
- No

17.	If you have worked on site please give one example of learning which you later applied to your designs
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18.	Is CDM addressed during discussions at multi-discipline design team meetings?
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- Never
 - Sometimes
 - Always
 - Whenever there is a problem
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19.	How do you communicate residual risks to site? (Please tick as appropriate)
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- Meeting with the site manager
- Meeting with the project construction team
- Issue of a Residual Risk Register
- Residual risks added to construction drawings

Other (Please state)

20.	How often do you liaise with the site manager/site supervisor?
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- Never
- Sometimes
- Not Part of our Appointment, The Client Deals with all Contractor Liaison.
- Regularly
- Whenever there is a problem

21.	Have you ever received feedback on the effectiveness of your design from construction, if so how was this communicated to you?
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22. have you participated in Any of the following:

- | | |
|---|---|
| <input type="checkbox"/> The safety organisation of your company | <input type="checkbox"/> Safety committees |
| <input type="checkbox"/> Feedback on design experiences from the construction team | <input type="checkbox"/> Feedback on design experiences from the commissioning team |
| <input type="checkbox"/> Feedback on design experiences from the facilities management team | <input type="checkbox"/> Actions needed to increase safety attitude/ performance |
| <input type="checkbox"/> Monitoring of your organizations safety Performance | <input type="checkbox"/> Ways to improve your company's safety |

Other Safety related activities (Please State)

23. Are you convinced that the work you do to comply with CDM really makes a difference? Give an example

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24.	What training have you received relating to CDM? What did it consist of? Please mark with an asterisk those items specifically applicable to CDM 2015?
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25.	Do you feel you could benefit from any additional training?
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Yes

No

If so please detail:	

26.	Which specific resources (reference material, websites, etc) related to health, safety & welfare do you use when considering your action to deal with hazards and risks (Please provide details Below)
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27. How often do you normally visit a construction site?

- Never Once a week
 Only when there is a Problem Once a month

28. What do your visits generally entail? (Please detail below)

29. Do you usually receive a site induction for the construction projects that you visit?

- Yes No

30. Do you carry out a 'self risk assessment' prior to going out on site?

- Yes No
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