

*Network Rail Telecom*

NetworkRail

**Issue 1**

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## **Managing CDM in Network Rail Telecom**

**Simon Atterwell  
Director - Network Rail Telecom**

<b>AUTHORISATION</b>		
<b>Approved by:</b>		
	<i>Neil Marsh</i>	<i>Head of Safety &amp; Sustainable Development</i>
<b>Authorised by:</b>		
	<i>Simon Atterwell</i>	<i>Director, Asset Management Telecom</i>

Synopsis of amendments from previous version		
<i>Version</i>	<i>Summary of Changes</i>	<i>Date</i>
1.0	First issue	January 2016

### **Implementation**

This is the first issue of the document.

### **Compliance**

The contents of this document shall be complied with by all persons and organisations working for or on behalf of Network Rail Telecom from the date of issue.

### **Disclaimer**

Users are reminded of their own duties under health and safety legislation.

Compliance with this document alone is not sufficient to ensure compliance with legislation or Railway Group Standards and nor does it ensure safe systems of work or operation.

All references made within this document were correct at time of approval.

### **Supply**

Copies of this document are available electronically via CCMS2, SharePoint and Safety Central.

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## 1.0 Purpose

This document sets out the management strategy for complying with the Construction (Design and Management) Regulations 2015 in Network Rail Telecom (NRT).

This document applies to all works being delivered by NRT.

## 2.0 References

None.

## 3.0 Abbreviations and Definitions

Abbreviation of Phase	Definition
NRT	Network Rail Telecom
CDM	Construction (Design and Management) Regulations 2015
Client	The Client as defined by CDM
Client's Representative	A person or organisation representing the Client
Principal Designer	The Principal Designer as defined by CDM
Principal Designer's Representative	A person or organisation representing the Principal Designer
Principal Contractor	Principal Contractor as defined by CDM

## **4.0 The Construction (Design and Management) Regulations, 2015**

### **4.1 Introduction**

The CDM Regulations place responsibility for managing the health and safety of a construction project on three main duty holders - the Client, the Principal Designer and the Principal Contractor.

Organisations or individuals can carry out these roles provided they have the skills, knowledge, experience and (if an organisation) the organisational capability necessary to carry out them out in a way that secures health and safety.

The philosophy of Network Rail Telecom is that we will rely upon the collective competence of our organisation and not the abilities / competence of any individual as it not only meets all legal requirements but also better reflects the way we work.

### **4.2 Our guiding principles**

1. The Client will usually be Network Rail
2. Network Rail Standards allow for the appointment of a “Client’s Representative” to discharge the legal duties associated with (1) above, and this will usually be Network Rail Telecom
3. There will be named CDM points of contact acting on behalf of the Client organisation
4. The Principal Designer will usually be Network Rail
5. Network Rail Standards allow for the appointment of a “Principal Designer’s Representative” to discharge the legal duties associated with (3) above, and this will usually be Network Rail Telecom
6. There will be named CDM points of contact acting on behalf of the Principal Designer organisation.

### **4.3 Exceptions**

Where NRT is appointed to design and / or deliver telecom works for another function within Network Rail, the roles outlined in 4.2 above shall be clearly agreed and documented before any work commences.

## 5.0 Project Management Requirements

### 5.1 Minimum requirements

All projects managers shall, during GRIP Stage 4, refer to the NRT CDM Construction Assessment and where, as a result of that assessment, any project is clearly shown to be a construction activity it shall also have:

- a) a CDM Checklist (see Appendix 1)
- b) a form F10 where the work is notifiable
- c) named CDM points of contact acting on behalf of the Client and Principal Designer functions
- d) a CDM Plan
- e) a CDM RACI Chart
- f) a Pre-Construction Information Pack
- g) a Construction Phase Health and Safety Plan.

Templates have been produced to provide the foundations for (d), (e) and (f) above and they, together with other relevant documentation, can be found at:

<https://safety.networkrail.co.uk/safety/network-rail-telecom/>

### 5.2 Principal Contractors

Contractors doing physical / construction works for NRT will be holders of a Principal Contractors Licence or working under the supervision of a licence holder.

## Appendix 1 – CDM Checklist

Project name	
Oracle Project Number	
Project Manager's name	
Designated Project Engineer's name	
Sponsor's name	
Has the construction / CDM assessment been done?	yes / no
Has the CDM Plan been made project-specific?	yes / no
Has the CDM RACI Chart been made project-specific?	yes / no
Has the Pre-Construction Information Pack been issued?	yes / no
Are all project roles aligned?	yes / no
Does the project documentation clearly identify & record the following CDM Points of Contact for:	
the Client organisation?	yes / no
the Principal Designer organisation?	yes / no
Have those persons identified as CDM Points of Contact been trained, assessed & deemed competent by S&SD to carry out the role?	yes / no
Has there been a start-up construction meeting?	yes / no
Has the F10 been submitted?	yes / no
Has a Construction Phase Health and Safety Plan been accepted?	yes / no
<b>When all steps are complete you will be compliant with the CDM 2015 Regulations &amp; NRT requirements.</b>	