

	All construction projects (Part 2 of the Regulations) (Under 30 days)	Additional duties for notifiable projects (Part 3 of the Regulations) (Over 30 days)
Clients (excluding domestic clients)	<ul style="list-style-type: none"> • Check competence and resources of all appointees • Ensure there are suitable management arrangements for the project welfare facilities • Allow sufficient time and resources for all stages • Provide pre-construction information to designers and contractors 	<ul style="list-style-type: none"> • Appoint CDM co-ordinator • Appoint principal contractor • Make sure that the construction phase does not start unless there are suitable welfare facilities and a construction phase plan is in place. • Provide information relating to the health and safety file to the CDM co-ordinator • Retain and provide access to the health and safety file • (* There must be a CDM co-ordinator and principal contractor until the end of the construction phase)
CDM co-ordinators		<ul style="list-style-type: none"> • Advise and assist the client with his/her duties • Notify HSE • Co-ordinate health and safety aspects of design work and cooperate with others involved with the project • Facilitate good communication between client, designers and contractors • Liaise with principal contractor regarding ongoing design • Identify, collect and pass on pre-construction information • Prepare/update health and safety file
Designers	<ul style="list-style-type: none"> • Eliminate hazards and reduce risks during design • Provide information about remaining risks 	<ul style="list-style-type: none"> • Check client is aware of duties and CDM co-ordinator has been appointed • Provide any information needed for the health and safety file
Principal Contractors		<ul style="list-style-type: none"> • Plan, manage and monitor construction phase in liaison with contractor • Prepare, develop and implement a written plan and site rules (Initial plan completed before the construction phase begins) • Give contractors relevant parts of the plan • Make sure suitable welfare facilities are provided from the start and maintained throughout the construction phase • Check competence of all appointees • Ensure all workers have site inductions and any further information and training needed for the work • Consult with the workers • Liaise with CDM co-ordinator regarding ongoing design • Secure the site
Contractors	<ul style="list-style-type: none"> • Plan, manage and monitor own work and that of workers • Check competence of all their appointees and workers • Train own employees • Provide information to their workers • Comply with the specific requirements in Part 4 of the Regulations • Ensure there are adequate welfare facilities for their workers 	<ul style="list-style-type: none"> • Check client is aware of duties and a CDM co-ordinator has been appointed and HSE notified before starting work • Co-operate with principal contractor in planning and managing work, including reasonable directions and site rules • Provide details to the principal contractor of any contractor whom he engages in connection with carrying out the work • Provide any information needed for the health and safety file • Inform principal contractor of problems with the plan • Inform principal contractor of reportable accidents, diseases and dangerous occurrences
Workers/ everyone	<ul style="list-style-type: none"> • Check own competence • Co-operate with others and co-ordinate work so as to ensure the health and safety of construction workers and others who may be affected by the work • Report obvious risks 	