

GA23 Pre-construction information

| Description of project | Details |
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| 1. Project description and intended use of final structure/building | |
| 2. Project description and programme details including: | |
| a) important dates (including planned start and finish of the construction phase) | |
| b) client's brief | |
| 3. Extent and location of existing records and plans (such as relevant information from existing health and safety file and asbestos surveys) | |
| 4. Details of: | |
| a) principal designer | |
| b) designer(s) | |
| c) principal contractor | |
| d) contractor(s) | |
| e) consultant/others | |
| Client's considerations and management requirements | |
| 1. Arrangements for: | |
| a) planning and managing the construction work, including any health and safety goals for the project | |
| b) communicating and liaising between client and others | |
| c) time allocated for each stage of the project | |

GA23 Pre-construction information *continued*

| Client's considerations and management requirements (<i>continued</i>) | |
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| 2. Requirements relating to the health and safety of the client's employees or customers, or other people involved in the project, such as: | |
| a) security of the site | |
| b) the requirement for site hoardings | |
| c) site transport arrangements or restrictions to vehicle movements | |
| d) client permit-to-work systems | |
| e) fire precautions | |
| f) emergency procedures and means of escape | |

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| Client's considerations and management requirements <i>(continued)</i> | |
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| g) 'no-go' areas or other authorisation requirements | |
| h) any areas designated as a confined space by the client | |
| i) smoking and parking restrictions | |
| j) welfare provision | |
| Environmental restrictions and existing on-site risks | |
| 1. Safety hazards, including: | |
| a) boundaries and access, including temporary access (for example, narrow streets, lack of parking, turning or storage space) | |
| b) any restrictions on deliveries, waste collection or storage | |

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| Environmental restrictions and existing on-site risks <i>(continued)</i> | |
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| c) adjacent land uses (such as schools, railway lines or busy roads) | |
| d) existing storage of hazardous materials | |
| e) location of existing services particularly those that are concealed – water, electricity, gas, and so on | |
| f) ground conditions, underground structures or watercourses that might affect the safe use of plant (such as cranes, or the safety of groundworks) | |
| g) information on existing structures – stability, structural form, fragile or hazardous materials, anchorage points for fall-arrest systems (particularly where demolition is involved) | |
| h) previous structural modifications, including weakening or strengthening of the structure (particularly where demolition is involved) | |
| i) fire damage, ground shrinkage, movement or poor maintenance, which may have adversely affected the structure | |

GA23 Pre-construction information *continued*

| Environmental restrictions and existing on-site risks <i>(continued)</i> | |
|---|--|
| j) any difficulties relating to plant and equipment in the premises (such as overhead gantries whose height restricts access) | |
| k) health and safety information contained in earlier design, construction or 'as-built' drawings (such as details of prestressed or post-tensioned structures) | |
| 2. Health hazards, including: | |
| a) asbestos, including results of surveys (particularly where refurbishment and/or demolition is involved) | |
| b) existing storage of hazardous materials | |
| c) existing structures containing hazardous materials | |
| d) health risks arising from the client's work | |

GA23 Pre-construction information *continued*

| Significant design and construction hazards | | | | | | |
|---|--|-----------------|--|------------------|--|-------------|
| 1. Significant design assumptions and suggested work methods, sequences or other control measures | | | | | | |
| 2. Arrangements for co-ordination of ongoing design work and handling design changes | | | | | | |
| 3. Information on significant risks identified during design | | | | | | |
| 4. Materials requiring particular precautions | | | | | | |
| Comments | | | | | | |
| | | | | | | |
| Name | | Position | | Signature | | Date |