

Safetymark Consultancy Services

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**PROFESSIONALISM
WITH INTEGRITY**



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Risk Assessment for Construction Designers

April 2011

DRA

DESIGNED FOR

The Construction (Design and Management) Regulations 2007 requires designers and design practices to demonstrate to clients that they:

"have in place, and implement, training arrangements to ensure your employees have the skills and understanding necessary to discharge their duties as designers. You should have in place a programme for refresher training, for example a Continuing Professional Development (CPD) programme or life-long learning which will keep your employees updated on new developments and changes to legislation or good health and safety practice. This applies throughout the organisation - from Board or equivalent, to trainees." [CDM2007 ACOP Appendix 4]

Safetymark have therefore created this course to explain designers revised duties under CDM 2007 and give practical examples of how they can best be discharged.

COURSE OBJECTIVES

By the end of this course delegates will know their duties as Designers under the Construction (Design & Management) Regulations 2007 and will be able to identify, assess and control health and safety risks in designs for construction work and create a record of the process.

COURSE CONTENT

- ✓ Overview of CDM 2007
- ✓ Designers duties under CDM 2007
- ✓ Duty to avoid foreseeable risk when designing
- ✓ Hazard elimination and risk reduction
- ✓ Workplace regulations and other legislation
- ✓ Incorporating design risk assessment into the design process
- ✓ Effective recording and communicating of actions and residual risk

COURSE DURATION

This is a 1/2 day course but can be extended to 1 day if practical workshops are required. It can be held at our training facilities or in house. We can also offer a shortened lunchtime course to meet CPD requirements.

FEES

1/2 day course £500 + VAT per course plus travel

We recommend a minimum of 6 and a maximum of 20 delegates per course.



Health and Safety Training Course Booking Form

Please photocopy this form as required. One form per delegate.

Invoice details (Block capitals)

Invoice address:	
Postcode:	
Tel: (inc STD code)	Fax:

Delegate details (Block capitals)

Title:	First name:	Surname:
Position held:		
Please indicate any special requirements:		
Mailing address:		
Postcode:		
Tel: (inc STD code)	Fax:	
Email:		

Places will only be confirmed when payment of the appropriate fee has been received.

Course name:	Total Remittance £
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Please indicate ✓ method of payment and complete columns below where appropriate.

Remittance

Please indicate method of payment:

- Cheque enclosed - made payable to 'Safetymark' Consultancy Services'
- Payment on receipt of invoice: **Order Number** (Order number must be supplied for this option)
- BACS

<p>Training Courses Terms and Conditions</p> <p>Provisional bookings may be made by telephone, but must be confirmed in writing (inducting a purchase order number) within seven working days.</p> <p>Fees</p> <p>All fees are payable four weeks in advance and no admission to the course will be permitted until payment has been received.</p> <p>Fees quoted are correct at the time of publication but Safetymark reserves the right to alter fees at any time.</p> <p>All fees quoted are exclusive of VAT which must be paid in addition to the quoted fee, at invoice date, chargeable at the standard rate then in force.</p> <p>Joining Instructions</p> <p>Joining instructions will be forwarded following receipt of payment, if joining instructions have not been received 10 days before the course, please telephone to make sure payment has been received.</p>	<p>Venues</p> <p>A map of how to get to the venue will be included in the joining instructions.</p> <p>Whilst Safetymark will assist in arranging accommodation at local hotels for non-residential training courses, Safetymark is not acting in the capacity of agent for either the hotel or the client. Queries, cancellations or alterations of hotel bookings must be made direct with the hotel/agent concerned and delegates must settle their own hotel accounts before leaving.</p> <p>The cost of lunch and refreshments is included in the course fees.</p> <p>Course literature</p> <p>Printed course notes are included in the course fees.</p> <p>Course literature is copyright and may not be reproduced without permission.</p>	<p>Cancellations / Transfers</p> <p>Safetymark reserves the right to cancel or alter the dates or provision of service, the venue and the individual or organisation providing the service. In the event of cancellation, bookings will normally be transferred to the next available course unless the client specifically requests otherwise. If a booking is cancelled or transferred to a different course by the client the following fees will be payable:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>NOTICE GIVEN</th> <th>% OF FEE CREDITED ON</th> </tr> </thead> <tbody> <tr> <td>more than 28 days</td> <td>100%</td> </tr> <tr> <td>15-28 days</td> <td>50%</td> </tr> <tr> <td>0-14 days</td> <td>0%</td> </tr> </tbody> </table> <p>In addition Safetymark reserves the right to charge a £30 administration fee for each cancellation/transfer.</p> <p>Telephone cancellations can be accepted but must be confirmed immediately in writing (by post or fax).</p> <p>Delegates wishing to transfer onto alternative dates may be charged a higher fee if applicable.</p>	NOTICE GIVEN	% OF FEE CREDITED ON	more than 28 days	100%	15-28 days	50%	0-14 days	0%
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FAX BACK NOW ON 01372-462288 or post to: