Construction phase plan

Blank form for one project, under the Construction (Design and Management) Regulations 2015 (CDM 2015).

Client asking for a construction phase plan on every job? The Site Book drafts it from your project details. Your first job is free: **thesitebook.co.uk/features/cpp**

Draw up the plan before the construction site is set up. If you are the only contractor, you draw it up or arrange for it to be drawn up. If there is more than one contractor, the principal contractor does.

Keep it relevant to this project and in proportion to its size and risks.

The project

Your name or company _____

Client name and address _____

Principal designer or architect: contact details _____

Principal contractor (if more than one contractor) _____

Site address _____

Start date _____

Finish date _____

Other key dates (for example services connected or disconnected, build stages) _____

Description of the work

What the client has told you about the property (for example where the services and isolation points are, access restrictions, any asbestos)

Managing the work

Health and safety aims for the project

Person responsible for the job running safely _____

How supervision will be provided _____

Site rules can cover topics such as PPE, parking, radios and mobile phones, smoking, restricted areas, hot works and emergency arrangements. Make them clear and easy to understand.

Site rules

Who else is on site	Company or trade	Contact details

How you will keep everyone on site updated during the job

How workers will be involved and consulted

Site induction arrangements

Welfare facilities: where the toilets, washing facilities, drinking water and rest area are

Fire and emergency procedures

Main dangers on site and how you will control them

Tick each danger that is present and record the controls you will use.

Danger	Present	Controls
Falls from height		
Collapse of excavations		
Collapse of structures		
Exposure to building dusts		
Exposure to asbestos		
Electricity		
Risks to members of the public, the client and others		
Activities or workers requiring supervision		
Other dangers on site:		
Other dangers on site:		

Work involving particular risks

If any of the work falls within Schedule 3 to CDM 2015 (work involving particular risks), record the specific measures for it.

Schedule 3 work	Specific measures

Reviewing the plan

Review, update and revise the plan as the work goes on, so that it stays sufficient.

Date	What changed	By

Sign-off

	Name	Signature	Date
Plan drawn up by			

Based on: CDM 2015, regulations 12 and 15 and Schedules 2 and 3; HSE guidance L153, Appendix 3; HSE leaflet CIS80, Construction phase plan (CDM 2015).

- CDM 2015, regulation 12: https://www.legislation.gov.uk/uksi/2015/51/regulation/12
- CDM 2015, regulation 15: https://www.legislation.gov.uk/uksi/2015/51/regulation/15
- CDM 2015, Schedule 2: https://www.legislation.gov.uk/uksi/2015/51/schedule/2
- CDM 2015, Schedule 3: https://www.legislation.gov.uk/uksi/2015/51/schedule/3
- HSE, Managing health and safety in construction (L153): https://www.hse.gov.uk/pubns/books/l153.htm
- HSE, Construction phase plan (CDM 2015) (CIS80): https://www.hse.gov.uk/pubns/cis80.pdf

Blank template from The Site Book, October 2026. Fill it in for the actual job and site.