

# Health and Safety Files



## What is it?

The Health and Safety File is the legal document dealing with the significant health and safety issues which remain after the successful completion of larger construction projects, especially regarding cleaning, maintenance and eventual demolition.

## Why do you need it?

To comply with the law, avoid prosecution and effectively plan and manage health and safety to prevent accidents after larger construction projects.

## Who is it for?

If you are acting as CDM Coordinator in a project, you are legally responsible for ensuring that the Health and Safety File is produced before hand over. However, it is the Client and subsequent premises controllers who really benefit from it as a strategic risk management tool.

## When do you need it?

You need a Health and Safety File at the end of a 'Notifiable' project under the Construction (Design and Management) Regulations 2007.

A project is Notifiable (i.e. must be notified to the HSE before work can start) if the works are either:

1. expected to take longer than thirty working days to complete; or
2. involve more than five hundred person hours to complete...

... and are for a 'Client' as defined by the Regulations. For this purpose, this definition means a person or organisation who, in the furtherance of a business, has construction work carry out by another or by himself. So, any commercial work is for a Client under the law as well as for a residential property developer but not for your average home owner.

## What does it contain?

The contents of a Construction Phase Plan must meet minimum legal standards to achieve its purpose. It contains items such as electrical test certificates, manufacturer's product specifications and residual hazards amongst others.