[Your company name and logo]

Pre Construction Information Checklist

CDM 2015: information the client provides to designers and contractors

Project		**Client**	
Principal Designer		**Prepared by**	
Revision		**Date**	

Project and client requirements

Check	Yes	No / N/A	Notes and action
Description of the project and key dates			
Client brief and any health and safety requirements			
Site rules, security and working hours			
Arrangements for welfare and site set up			

Existing site and environment

Check	Yes	No / N/A	Notes and action
Existing surveys, drawings and as built records			
Asbestos survey suitable for the work			
Existing services, overhead and underground			
Ground conditions, contamination and groundwater			
Adjacent structures, roads and occupiers			
Existing health and safety file			

Design and significant risks

Check	Yes	No / N/A	Notes and action
Significant design risks and residual risks			
Structural information and temporary works interfaces			
Access, storage and traffic constraints			

Sign off

Role	Name	Signature	Date
Client			
Principal Designer			

Check the clauses, periods and requirements in your own contract and procedures before use. This template is general guidance, not legal advice.