



FRANKHAM

Principal Designer Schedule of Services

The services which are summarised below are taken from the duties allocated to the Principal Designer by the regulations. Reference should be made to the regulations for the precise scope of each service.

1. Co-operate with all on site & any adjacent construction works.
2. Report any unsafe practices or situations.
3. Provide relevant information A.S.A.P.
4. Plan, manage & monitor the PCI in relation to all H&S matters.
5.
 - a) When design aspects are being decided to assist with the planned programme throughout &
 - b) in estimating the programme required, taking into account all principles of prevention.
6. Reduce risks to all involved.
 - a) That carry out the construction work.
 - b) Who maintain or clean it.
 - c) Who use as a workplace.
7. Ensure all designers comply with their duties.
8. Ensure co-operation with all persons involved with the construction.
9.
 - a) Assist the Client in compiling the PCI.
 - b) Provide the PCI to all involved with the project.
10. Liaise with the PC in relation to relevant H&S matters.
11. Assist the PC in compiling the CPP in providing all relevant H&S information.
12. Prepare a H&S file appropriate & proportionate to the project.
13. Review the H&S file content in relation to the project.
14. If the PD's appointment concludes before the end of the project pass the draft H&S file to the PC.
15. Issue the H&S file to the Client at the end of the project.

Sourced from APS Form of Appointment. FOAPD2015



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Adviser to Principal Designer Schedule of Services

The services which are summarised below are taken from the duties allocated to the Principal Designer by the regulations. Reference should be made to the regulations for the precise scope of each service.

1. Co-operate with all on site & any adjacent construction works.
2. Report to the PD any unsafe practices or situations.
3. Provide relevant information A.S.A.P.
4. Plan, manage & monitor the PCI in relation to all H&S matters.
5.
 - a) When design aspects are being decided to assist with the planned programme throughout &
 - b) in estimating the programme required, taking into account all principles of prevention.
6. Reduce risks to all involved
 - a) That carry out the construction work.
 - b) Who maintain or clean it.
 - c) Who use as a workplace.
7. Ensure all designers comply with their duties.
8. Ensure co-operation with all persons involved with the construction.
9. Assist the PD and Client in compiling the PCI.
 - a) Provide the PCI to all involved with the project.
 - b) Liaise with the PC in relation to relevant H&S matters.
10. Assist the PC in compiling the CPP in providing all relevant H&S information.
11. Prepare a H&S file appropriate & proportionate to the project.
12. Review the H&S file content in relation to the project.
13. If the PD's appointment concludes before the end of the project pass the draft H&S file to the PC.
14. Issue the H&S file to the Client at the end of the project.

Sourced from APS Form of Appointment. FOAA2015



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Adviser to Client Duties Schedule of Services

The services which are summarised below are taken from the duties allocated to the Client by the regulations. Reference should be made to the regulations for the precise scope of each service.

1. Advise on the preparation of a Clients brief for the project.
2. Advise on making suitable arrangements for managing the project.
3. Advise on making suitable arrangements to ensure that:
 - a) Construction work can be carried out without H&S risk &
 - b) Facilities are compliant with schedule 2 of the regulations.
4. Advise on ensuring that the project management arrangements are maintained & reviewed throughout the project.
5. Advise on the nature of the pre-construction information.
6. a) Advise on ensuring that a CPP is prepared before construction begins &
b) The PD prepares a H&S file for the project which:
 - i) Complies with the requirements of Regulation 12 (5)
 - ii) Is revised to incorporate new information &
 - iii) Is kept available for inspection.
7. Advise on the suitability of the CPP.
8. Advise on what reasonable steps the Client should take to ensure that;
 - a) The PD complies with their duties &
 - b) The PC complies with their duties.
9. Advise the Client of their H&S file duties when disposing of the structure.
10. Where more than one contractor advise Client to appoint
 - a) PD in writing
 - b) PC in writing prior to construction commencing.
11. Advise the Client of the content of the F10 prior to notification.
12. Advise Client if the ORR are to be notified & not the HSE.
13. Advise Client if the works are to be carried out on a;
 - a) GB nuclear site.
 - b) An authorised defence site.
 - c) A new nuclear build.
14. Advise the Client on the competency of the designers.
15. Advise the Client on the competency of the contractors.
16. Co-operate with any adjacent construction works.
17. Report any unsafe practices or situations to the Client.
18. Provide any relevant information A.S.A.P.

Sourced from APS Form of Appointment. FOACA2015