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Notification of construction project

The Data Protection Act 1998 requires the Health and Safety Executive (HSE) to inform you that this form may include information about you (this is called 'personal data' in the Act) and that we are a 'data controller' for the purposes of this Act. HSE will process these data for health, safety and environmental purposes. HSE may disclose these data to any person or organisation for the purposes for which it was collected or where the Act allows disclosure. As data subject, you have the right to ask for a copy of the data and to ask for any inaccurate data to be corrected.

1. Is this the initial notification of the project or are you providing additional information not previously available?☐ Initial notification ☐ Additional information**2. What is the date of forwarding this notification or provision of additional information?****3. What is the exact address of the construction site?** *(Full address, including postcode)***4. What is the name of the Local Authority where the site is located?****5. Give a brief description of the project and the construction work it includes.****6. Client contact details** *(name, full address, postcode, telephone number and any email address)**(If more than one client, please attach details on a separate sheet)*Name Email address Address Postcode Telephone number **7. Please give the name and address of any designer already engaged***(name, full address, postcode, telephone number and any email address)**(If more than one designer, please attach details on a separate sheet)*Name Email address Address Postcode Telephone number

8. CDM co-ordinator contact details (name, full address, postcode, telephone number and any email address)

Name		Email address	
Address			
Postcode		Telephone number	

9. Principal contractor contact details (name, full address, postcode, telephone number and any email address)

Name		Email address	
Address			
Postcode		Telephone number	

10. What is the time allowed by the client to the principal contractor referred to in regulation 15(b) for the planning and preparation for construction work?

11. Please give your estimates of the following:

Please indicate if these estimates are: ☐ Original ☐ Revised

- | | |
|---|----------------------|
| a. The planned date for the start of the construction phase | <input type="text"/> |
| b. The planned duration of the construction phase | <input type="text"/> |
| c. The maximum number of people at work on the site at any one time | <input type="text"/> |
| d. The planned number of contractors on the site | <input type="text"/> |

12. Please give the name and address of any contractor already appointed

(name, full address, postcode, telephone number and any email address)

(If more than one contractor, please attach details on a separate sheet)

Name		Email address	
Address			
Postcode		Telephone number	

13. Declaration of client

I hereby declare that I am aware of my duties under the Construction (Design and Management) Regulations 2007 (S.I. 2007/320).

Signed by or on behalf of the organisation

Print name Date

Guidance Notes for completion of form F10 - Notification of construction project

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What should this form be used for

- To notify the enforcing authority for the Construction (Design and Management) Regulations 2007 of any project that is likely to last longer than 30 days or involve more than 500 person days of construction work.
- Any day on which construction work is carried out (including holidays and weekends) should be counted, even if the work on that day is of short duration.
- A person day is one individual, including supervisors and specialists, carrying out construction work for one normal working shift.
- Construction work for a domestic client is **not** notifiable.

Who should use this form

- The CDM co-ordinator for the project.

Where to send the completed form

- The HSE area office covering the site where construction work is to take place. You can get the address by contacting HSE's Infoline, Tel: 0845 345 0055.

When to send this form

- As soon as practicable after the CDM co-ordinator for the project is appointed by the client.