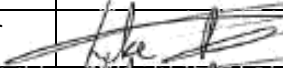
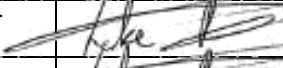
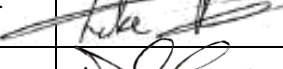


PROJECT SUPERVISOR DESIGN PROCESS (PSDP) POLICY

DOCUMENT TITLE: Project Supervisor Design Process (PSDP) Policy

REVISION: 1.01

DOCUMENT CONTROL LOG:

	Name	Role	Signature	Date	Rev
Prepared By	Luke Deasy	Managing Director		10/02/2023	1.01
Reviewed By	Luke Deasy	Managing Director		12/06/2023	1.01
Reviewed By	Luke Deasy	Managing Director		12/06/2024	1.01
Reviewed By	Peter Lane	EHS Officer		12/06/2025	1.01
Reviewed By	Luke Deasy	Managing Director		12/06/2026	1.01

PROJECT SUPERVISOR DESIGN PROCESS (PSDP) POLICY:

1.0 POLICY

To fulfil our duties when appointed Project Supervisor for Design Process (PSDP), as set-out in the Safety, Health and Welfare at Work (Construction) Regulations 2006, part 2, sections 11 - 14 and also in the HSA document – ‘Guidelines on the Procurement, Design and Management Requirements of the Safety Health and Welfare at Work (Construction) Regulations 2006’

2.0 SCOPE & RESPONSIBILITY

The duties of the PSDP, as assigned by regulation, are outlined below in the description of the procedure. Copper Coast Renewables as a company will fulfil the role of PSDP, with an individual identified to manage the role on behalf of the company. Generally this role will be managed by the EHS Officer, but it can be managed by a Project Manager, once the individual has training to undertake the role.

3.0 DESCRIPTION OF PROCEDURE

3.1 The following are the PSDP responsibilities as per the regulations quoted above:

- To coordinate the identification of hazards arising from the design or from the technical, organisational, planning or time related aspects of the project;
- Where possible, to eliminate the hazards or reduce the risks; (taking account of the ‘General Principles of Prevention’)
- To communicate necessary control measures, design assumptions or remaining risks to the PSCS so they can be dealt with in the safety and health plan;
- To ensure that the work of designers is coordinated to ensure safety;
- To organise co-operation between designers;

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- To prepare a written safety and health plan for any project where construction will take more than 500 person days or 30 working days or there is a particular risk and deliver it to the client prior to tender;
- To prepare a safety file for the completed structure and give it to the client;
- To notify the Authority and the client of non-compliance with any written directions issued.
(The PSDP may issue directions to designers or contractors or others)

Copper Coast Renewables will fulfil these duties in the following ways:

3.2 A Preliminary Safety and Health Plan will be produced in accordance with 'Guidelines on the Procurement, Design and Management Requirements of the Safety Health and Welfare at Work (Construction) Regulations 2006' appendix 3. Where Copper Coast Renewables are appointed as PSDP and PSCS at the same time and at contract award stage, the Preliminary Safety and Health Plan will be incorporated into the Safety and Health Plan for Construction Stage.

3.3 Where a previous PSDP has produced a Preliminary Safety and Health Plan, Copper Coast Renewables will develop this plan further or develop into the Construction Stage Plan

3.4 AF1 will be completed and submitted on behalf of the Client where requested to do so.

3.5 The Client will be briefed on his duties if unfamiliar with Construction works.

3.6 All designers will be required to submit design risk assessments (DRAs) to Copper Coast Renewables and these designers will be encouraged to take account of the 'Principles of Prevention' when carrying out these risk assessments. Designers will include permanent works designers, specialist contractor designers and temporary works designers.

3.7 A design cert either Permanent Works Design Cert or Temporary Works Design Cert will be required to accompany all designs undertaken on site. These will be signed off by the relevant temporary works designer, permanent works designer and PSDP.

3.8 The programme for the project and for the individual work packages will be considered by the PSDP and will be recorded in the Safety and Health Plan

3.9 Design information will be coordinated between the relevant designers involved in the project.

3.10 Design information will be coordinated between the relevant designers involved in the project.

3.11 Requirements for design risk assessments, design certs, design changes and design coordination will be discussed at all design team meetings

3.12 Design risks will be communicated to the relevant parties including subcontractors, other designers, building users, and Clients

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3.13 The Safety File will be compiled on completion of the project and handed over to the Client