

Sure Step Promise

Analysis

- ✓ Initial Concept discussion
- ✓ Confirm estimate
- ✓ Is the project notifiable under CDM Regs 2007
- ✓ Type of Asbestos survey
- ✓ Access & Egress
- ✓ Pre-start meeting
- ✓ Environmental Impact Study

Design

- ✓ Employ Architect
- ✓ Employ Structural Engineer
- ✓ Instruct own Drawing Office Team
- ✓ Site Survey Conducted
- ✓ Fabrication drawings produced
- ✓ Appointment of CDMC (if appropriate)
- ✓ Health & Safety Plan

Approvals

- ✓ Architect designs
- ✓ Engineer Calcs
- ✓ Planning Permission
- ✓ Building Control
- ✓ Environment Agency
- ✓ Construction Phase Plan (under CDM)
- ✓ Site Waste Removal Plan
- ✓ Health & Safety Plan Review
- ✓ Safe Systems of works
- ✓ RAMS

Deployment

- ✓ Issue Drawings
- ✓ Procure Materials
- ✓ Book in labour requirements
- ✓ Liaise with 3rd Party Contractors
- ✓ Scaffold
- ✓ Safety Nets
- ✓ Crane
- ✓ Appoint Contract Manager
- ✓ Pre-Order onsite Plant
- ✓ Scissor Lift
- ✓ Genie Hoist
- ✓ Arrange Inductions
- ✓ Health and Safety

Operation

- ✓ Labour Resource Booked
- ✓ Review CPP with Supervisor
- ✓ Regular Site Visits
- ✓ Supervisor Update Review Document
- ✓ Quality Control Inspections
- ✓ Health & Safety Audits

Completion

- ✓ Client Walk Around
- ✓ Snagging Lists
- ✓ O & M Manuals Produced
- ✓ Hawkins Sign Off
- ✓ Client Sign Off
- ✓ Health & Safety File (If appropriate under CDM)
- ✓ Project Feedback Review