### Roles and Responsibilities

<table>
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<tr>
<th>Key</th>
<th>Class</th>
<th>Shop</th>
<th>Designated (\text{D}^)</th>
<th>Synonym</th>
<th>Driver of the Programme</th>
<th>Technical Driver</th>
<th>Lead &amp; Property Director</th>
<th>Talent and Resources Director</th>
<th>Operations Director</th>
<th>Manager</th>
<th>Project Change Manager</th>
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<tr>
<td>1</td>
<td>Designated (\text{D}^)</td>
<td>Basic Assurance requirement for managing projects</td>
<td>The client must make arrangements for managing a project, including the availability of an appointed and named or designated individual to be the project manager.</td>
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**Key:**
- SC: Service Contract
- D: Designated
- E: Enforcing Authority
- CR: Crossrail
- GPR: Government Policy and Regulations
- CCM: Crossrail Construction Management
- CRL: Crossrail Land
- CTR: Crossrail Transport
- ORR: Office of Rail Regulation
- HSE: Health and Safety Executive
- ORR: Office of Rail Regulation
- H&S: Health and Safety
- TR: Talent and Resources
- OD: Operations Director
- PM: Project Manager

### Client

1. **Health and Safety**
   - The client must ensure that the project is managed in a manner that protects the health and safety of all those affected by it.
   - The client must make arrangements for managing a project, including the availability of an appointed and named or designated individual to be the project manager.

2. **Project Manager**
   - The project manager is responsible for the overall management of the project, including the coordination and control of all project activities.

3. **Principal Contractor**
   - The principal contractor is responsible for the design and construction of the project, including the health and safety of all those affected by the work.

4. **Principal Designer**
   - The principal designer is responsible for the design of the project, including the health and safety of all those affected by the work.

5. **Project Manager**
   - The project manager is responsible for the overall management of the project, including the coordination and control of all project activities.

6. **Principal Contractor**
   - The principal contractor is responsible for the design and construction of the project, including the health and safety of all those affected by the work.

7. **Principal Designer**
   - The principal designer is responsible for the design of the project, including the health and safety of all those affected by the work.

8. **Project Manager**
   - The project manager is responsible for the overall management of the project, including the coordination and control of all project activities.

9. **Principal Contractor**
   - The principal contractor is responsible for the design and construction of the project, including the health and safety of all those affected by the work.

10. **Principal Designer**
    - The principal designer is responsible for the design of the project, including the health and safety of all those affected by the work.
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<th>CSE Inspector</th>
<th>CSE Insence Manager</th>
<th>HSE Insence Manager</th>
<th>HSE Author</th>
<th>Health &amp; Safety Manager</th>
<th>Health &amp; Safety Advisor</th>
<th>Health &amp; Safety Specialist</th>
<th>Lead Manager</th>
<th>Head of Urban Insights</th>
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### Cross-reference:

**Key**
- **(c)** a new nuclear build site (within the meaning given in regulation 2A of those Regulations),
- **(b)** an authorised defence site (within the meaning given in regulation 2(1) or the Health and Safety at Work etc. Regulations 1996;,
- **(c)** if necessary, be periodically updated.

- **be read by any worker engaged in the construction work; and**
- **be clearly displayed in the construction site office in a comprehensible form where it can be seen by any worker engaged in the construction work; and**

- **Where there is more than one contractor, or if it is reasonably foreseeable that more than one contractor will be involved in the construction phase begins.**

**1. If the client fails to appoint a principal contractor, the client must fulfil the duties of the principal contractor in regulations 11 and 12.**

- **B** a contractor as principal contractor.

**2. Arrangements are suitable if they ensure that—**

- **a** the construction work can be carried out, so far as is reasonably practicable, without risks to health and safety to persons who are on the construction site;

- **b** the facilities required by Schedule 2 are provided in respect of any person carrying out work on the construction site; and

- **c** the arrangements are discussed with any other principal contractor who has been appointed to the construction site and the timing and allocation of inspections are performed to ensure compliance with the arrangements where necessary.

**3. The arrangements must be reviewed and revised, as necessary, to ensure—**

- **a** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site; and

- **b** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site.

**4. Where there is more than one contractor, or if it is reasonably foreseeable that more than one contractor will be involved in the construction phase begins.**

- **b** a contractor as principal contractor.

**5. If the client fails to appoint a principal contractor, the client must fulfil the duties of the principal contractor in regulations 11 and 12.**

- **b** a contractor as principal contractor.

**6. Arrangements are suitable if they ensure that—**

- **a** the construction work can be carried out, so far as is reasonably practicable, without risks to health and safety to persons who are on the construction site; and

- **b** the facilities required by Schedule 2 are provided in respect of any person carrying out work on the construction site; and

- **c** the arrangements are discussed with any other principal contractor who has been appointed to the construction site and the timing and allocation of inspections are performed to ensure compliance with the arrangements where necessary.

**7. The arrangements must be reviewed and revised, as necessary, to ensure—**

- **a** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site; and

- **b** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site.

**8. Where there is more than one contractor, or if it is reasonably foreseeable that more than one contractor will be involved in the construction phase begins.**

- **b** a contractor as principal contractor.

**9. Arrangements are suitable if they ensure that—**

- **a** the construction work can be carried out, so far as is reasonably practicable, without risks to health and safety to persons who are on the construction site; and

- **b** the facilities required by Schedule 2 are provided in respect of any person carrying out work on the construction site; and

- **c** the arrangements are discussed with any other principal contractor who has been appointed to the construction site and the timing and allocation of inspections are performed to ensure compliance with the arrangements where necessary.

**10. The arrangements must be reviewed and revised, as necessary, to ensure—**

- **a** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site; and

- **b** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site.

**11. Where there is more than one contractor, or if it is reasonably foreseeable that more than one contractor will be involved in the construction phase begins.**

- **b** a contractor as principal contractor.

**12. Arrangements are suitable if they ensure that—**

- **a** the construction work can be carried out, so far as is reasonably practicable, without risks to health and safety to persons who are on the construction site; and

- **b** the facilities required by Schedule 2 are provided in respect of any person carrying out work on the construction site; and

- **c** the arrangements are discussed with any other principal contractor who has been appointed to the construction site and the timing and allocation of inspections are performed to ensure compliance with the arrangements where necessary.

**13. The arrangements must be reviewed and revised, as necessary, to ensure—**

- **a** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site; and

- **b** that arrangements made by any person who may need to carry out work on or about the construction site are consistent with any other arrangements made by any other person who may need to carry out work on or about the construction site.
Key

1. Identified as mandatory information for the client's interest in the structure and ensuring that that person is aware of the nature and purpose of the file.
2. Relevant to the client's interest in the structure and ensuring that that person is aware of the nature and purpose of the file.
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1. The client must ensure that the following arrangements are made for the purposes of the design process:
   - The client must ensure that the arrangements are maintained and reviewed throughout the design process.
   - The client must ensure that the arrangements are suitable for the purposes of the design process.
   - The client must ensure that the arrangements are suitable for the purposes of the design process.

2. The arrangements must be made as soon as is practicable and in any event before the construction phase begins.
   - The arrangements must be maintained and reviewed throughout the design process.
   - The arrangements must be suitable for the purposes of the design process.

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|-----|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1   | Designers must not make moves to ensure that the client’s contract does not prevent them from carrying out the work necessary to prevent the work being hazardous to health or safety. The design must be carried out in accordance with the relevant Health and Safety at Work Act 1974. Designers must also ensure that the work is not hazardous to health or safety.
| 2   | A designer must ensure that the design is carried out in accordance with the Health and Safety at Work Act 1974. Designers must also ensure that the work is not hazardous to health or safety.
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### Duties of designers

1. Make sure the design is carried out in accordance with all relevant Health and Safety laws and regulations.
2. Ensure the design is not hazardous to health or safety.
3. Provide any information required by the client for health and safety purposes.
4. Ensure the design is carried out in a way that does not cause harm to others.
5. Ensure the design is carried out in a way that is not hazardous to health or safety.
6. Keep records of all health and safety information provided.
7. Ensure the design is carried out in a way that is not hazardous to health or safety.
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### Duties of a principal designer in relation to modified work

- Ensure the design is carried out in accordance with all relevant Health and Safety laws and regulations.
- Ensure the design is not hazardous to health or safety.
- Provide any information required by the client for health and safety purposes.
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For Party Interface Manager: Head of Logistics, CDM interaction, HI General Manager, Health & Safety Manager, Land Manager, Head of Urban Integration, Head of Programme Development.

For Party Interface Manager: Head of Logistics, CDM interaction, HI General Manager, Health & Safety Manager, Land Manager, Head of Urban Integration, Head of Programme Development.,
<table>
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<th>Engineering Manager (Tech Bk)</th>
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**Duties of designers under CDM**

- **Designers** must not commence work unless satisfied that the work:
  - conforms to the requirements of the contract or specification;
  - will comply with the CDM Regulations;
  - will be managed and monitored;
  - will be undertaken in a manner that ensures the health and safety of any person,
  - will be undertaken in a manner that ensures the health and safety of any person;
  - will be undertaken in a manner that ensures the health and safety of any person;
  - will be undertaken in a manner that ensures the health and safety of any person.

- **Designers** must ensure that the design:
  - is prepared or modified in a manner that ensures the health and safety of any person;
  - is prepared or modified in a manner that ensures the health and safety of any person;
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  - is prepared or modified in a manner that ensures the health and safety of any person.

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The principal contractor must draw up a construction phase plan or make arrangements for a construction phase plan to be drawn up by a consultant. The construction phase plan must set out the health and safety arrangements and site for the construction phase in a consistent manner, and must be consultative in nature. The construction phase plan must take into account the health and safety risks associated with the construction work, and the health and safety file must be updated to reflect any changes to the construction phase plan.

### Duties of a principal contractor in relation to health and safety

1. **Make and maintain arrangements**
   - The principal contractor must make and maintain arrangements which will enable the principal contractor and workers to work safely.
   - The arrangements must be made in a consistent manner, and must take into account the health and safety risks associated with the construction work.

2. **Consult those workers or their representatives**
   - The principal contractor must consult the workers or their representatives in good time on matters connected with the health and safety of the workers.

3. **Facilities**
   - The principal contractor must ensure that all facilities that comply with the requirements of Schedule 2 are provided throughout the construction phase.

4. **Planning, management and monitoring**
   - The principal contractor must ensure that—
     1. The planning, management and monitoring of the pre-construction phase and the construction phase of each contract is appropriate.
     2. The construction phase plan is reviewed, updated and revised from time to time so that it continues to be relevant.
     3. The principal contractor must ensure that the health and safety file is appropriately reviewed, updated and revised from time to time so that it continues to be relevant.

5. **Liaise with the principal designer**
   - The principal contractor must liaise with the principal designer for the duration of the construction phase.

6. **Information**
   - The principal contractor must collect information that is necessary for the health and safety of the workers, and make it available to the workers or their representatives.

7. **Health and safety file**
   - The principal contractor must ensure that the health and safety file is appropriately reviewed, updated and revised from time to time so that it continues to be relevant.

8. **Health and safety arrangements**
   - The principal contractor must ensure that the health and safety arrangements are in place, and that they are effective.

9. **Health and safety measures**
   - The principal contractor must ensure that health and safety measures are effective, and that they are implemented in a consistent manner.

10. **Pre-construction information**
    - The principal contractor must ensure that—
      1. The pre-construction information is provided to the workers or their representatives.
      2. The pre-construction information is updated and revised from time to time so that it continues to be relevant.

11. **Post-construction information**
    - The principal contractor must ensure that—
      1. The post-construction information is provided to the workers or their representatives.
      2. The post-construction information is updated and revised from time to time so that it continues to be relevant.

12. **Health and safety file**
    - The principal contractor must ensure that the health and safety file is appropriately reviewed, updated and revised from time to time so that it continues to be relevant.

13. **Health and safety measures**
    - The principal contractor must ensure that health and safety measures are effective, and that they are implemented in a consistent manner.

14. **Health and safety arrangements**
    - The principal contractor must ensure that the health and safety arrangements are in place, and that they are effective.

### Personal contribution to health and safety

- **Director Operations**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Project Manager**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Project Construction Manager**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

### Key

- **Technical Director**
  - Liaises with PD & PC on pre-construction activities.

- **Director of Crossrail Surface Land & Property**
  - Ensures that pre-construction information is collated, maintained and changes to design information/coordination are managed.

- **Director - CAM responsibility**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Director Operations**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Director - CAM responsibility**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Programme Director**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Central Section Delivery Director**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Health and Safety Director**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Local Property Director**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Transport and Resources Director**
  - Monitors the activities of the Project Manager in providing information & coordination to other CRL managers with a similar responsibility to ensure the effective implementation of the project.

- **Project Manager**
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- **Operations Director**
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Key

Personnel

Assurance Managers, director/CDM

Co-ordination meetings with designers

Input to the appointment of designers

Leading the appointment of designers

Final Issue 1, 04-11

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Document Number: CR-WL-Z7-GDI-GS01_2-M004 Rev 5.0

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CR-NESTRAED
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<tr>
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### Clause of contract

1. **Part A - Introduction**
   - This part applies only to a construction site. (Regulation 16(1))
   - A contractor must ensure, so far as is reasonably practicable, that the requirements of this Part are complied with. (Regulation 16(11))
   - A contractor must ensure that the construction phase plan is in place and up to date. (Regulation 16(9))

### Application of Regulations 17 to 35

#### (1) A domestic client who controls the way in which any construction work is carried out by a contractor must ensure that the contractor complies with the requirements of this Part. (Regulation 17(1))

#### (2) A contractor carrying out construction work must comply with the requirements of this Part. (Regulation 17(2))

#### (3) Where there is more than one contractor working on a project, a contractor must ensure that the other contractors comply with the requirements of this Part. (Regulation 17(3))

### Notes
- All requirements are as far as is reasonably practicable.
- Support, advisory, or audit/assurance function at work must comply with the requirements of this Part so far as they relate to matters within the contractor's control.
- Information on risks to health and safety:
  - a suitable site induction, where not already provided by the principal contractor;
  - the procedures to be followed in the event of serious and imminent danger to health and safety;
  - any directions given by the principal designer or the principal contractor;
  - any other information necessary to enable the worker to comply with the relevant statutory provisions.

### Key
- Direct responsibility; requires evidence
- Oversight only and discharge through others
- Created Role Sheets

### Key
- Strategic and high-level strategic direction
- Operational - requires evidence
- Support, advisory or audit/assurance function

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Document Number: CR-RSL-17-G003-CR0012_02-M004 Rev 5.0
This page appears to be a table with a key at the bottom. The table seems to outline roles and responsibilities, possibly for health and safety or a similar regulatory function. The table is too complex to transcribe accurately into a plain text representation. It includes titles such as 'Team Administrator', 'CDM Integrator', 'H&S Auditor', 'Health & Safety Manager', among others, along with descriptions of their duties and responsibilities. The table also includes columns for roles such as 'CDM Integrator', 'CDM Inspector', and 'Health & Safety Manager'.

The key at the bottom of the page includes symbols for 'Concept text and dialogue', 'Responsibility', 'Management', 'Dir.', and 'Support functions'.

The text is difficult to interpret due to the table format and the complexity of the roles and responsibilities listed.
### 15 Duties of contractors

(1) A contractor must not carry out construction work in relation to a project unless satisfied that the client is aware of the duties owed by the client under these Regulations.

(2) A contractor must plan, manage and monitor construction work carried out either by the contractor or by workers under the contractor's control, to ensure that, so far as is reasonably practicable, it is carried out without risks to health and safety.

(3) Where there is more than one contractor working on a project, a contractor must comply with—

   (a) any directions given by the principal designer or the principal contractor; and
   (b) the parts of the construction phase plan that are relevant to that contractor's work on the project.

(4) If there is only one contractor working on the project, the contractor must ensure that—

   (a) design, technical and organisational aspects are being decided in order to plan the various items or stages of work which are to take place; and
   (b) estimating the period of time required to complete the work or work stages.

(5) If there is only one contractor working on the project, the contractor must take account of—

   (a) design, technical and organisational aspects when determining the period of time required to complete the work or work stages; and
   (b) the general principles of prevention when designing the work or work stages.

(6) A contractor must not employ or appoint a person to work on a construction site unless that person has, or is in the process of obtaining, the necessary skills, knowledge, training and experience to carry out the tasks allocated to that person in a manner that secures the health and safety of any person working on the construction site.

(7) A contractor must provide each worker under their control with appropriate supervision, instructions and information so that construction work can be carried out, so far as is reasonably practicable, without risks to health and safety.

(8) The information provided must include—

   (a) a suitable site induction, where not already provided by the principal contractor;
   (b) the procedures to be followed in the event of serious and imminent danger to health and safety;
   (c) information on risks to health and safety—
      (i) identified by the risk assessment under regulation 3 of the Management Regulations, or
      (ii) arising out of the conduct of another contractor's undertaking and of which the contractor in control of the worker ought reasonably to be aware;
   (d) any other information necessary to enable the worker to comply with the relevant statutory provisions.

(9) A contractor must not begin work on a construction site unless reasonable steps have been taken to prevent access by unauthorised persons to that site.

### 16 Application of Regulations 17 to 35

(1) This part applies only to a construction site.

(2) A contractor carrying out construction work must comply with the requirements of this Part so far as they affect the contractor or any worker under the contractor's control or relate to matters within the contractor's control.

(3) A domestic client who controls the way in which any construction work is carried out by a person at work must comply with the requirements of this Part so far as they relate to matters within the client's control.

---

**Key**

- Oversight only and discharge through others
- Direct responsibility; requires evidence
- Support, advisory or audit/assurance function

**Note:** All requirements are as far as is reasonably practicable.

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**Regulation 16**

<table>
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<th>Authorise Work to stop where</th>
<th>there is evidence of the designer not meeting its duties under the Regulations or the site has become unsafe (and where the contractor themselves has not stopped work)</th>
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**Health & Safety Director**

**Title:** H&S Specialist - Systems

**Name:**

**Date:** 31-Mar-15