

**GA25 Health and safety file**

It is the responsibility of the principal designer to ensure that a health and safety file is prepared and revised for the project. The file is **only required for projects involving more than one contractor** and should only include information about the current project that is likely to be needed to ensure health and safety during any subsequent work (such as maintenance, cleaning, refurbishment or demolition).

<p><b>1. A brief description of the work carried out</b></p>							
<p><b>2. Any hazards that have not been eliminated through the design or construction process and how they have been addressed (for example, surveys or other information concerning asbestos, contaminated land, water bearing strata and underground services)</b></p>							
<p><b>3. Key structural principles (for example, bracing, sources of substantial stored energy, including pre- or post-tensioned members) and rated capacity (safe working loads) for floors and roofs</b></p>							
<p><b>4. Hazardous materials used (for example, lead paint, pesticides and special coatings)</b></p>							
<p><b>5. Information regarding removing or dismantling installed plant and equipment (for example, any special arrangements for lifting such equipment)</b></p>							
<p><b>6. Health and safety information about equipment provided for cleaning or maintaining the structure</b></p>							
<p><b>7. The nature, location and markings of significant services, including underground cables, gas supply equipment, fire-fighting services and so on</b></p>							
<p><b>8. Information and as-built drawings of the building, its plant and equipment (for example, the means of safe access to and from service voids, fire doors and compartmentalisation and so on)</b></p>							
<p>Name</p>		<p>Position</p>		<p>Signature</p>		<p>Date</p>	