

## Temporary works design brief

<b>Contract/ Project title:</b>		<b>Contract number:</b>	
<b>Issue date:</b>		<b>Design required:</b> [Date]	
<b>Site contact name:</b>		<b>Site contact telephone:</b>	
<b>Site contact email:</b>			
<b>Scope and description of temporary works required:</b> What are the temporary works? Describe them			
<b>Temporary works design allocated to:</b> Provide name and contact details (internal)			
<b>Proposed design company/engineer:</b> Provide name and contact details (internal/external)			
<b>TW design brief reference:</b>		<b>Revision:</b>	
<b>Information to assist the designer</b>			
<b>Design check category:</b> [0, 1, 2, 3]		<b>Implementation risk class:</b> [Very low, low, medium, high]	
<b>Drawings:</b> e.g. dimensioned general arrangement drawings, sections, foundations, services			
<b>Specifications:</b> e.g. permissible stress or limit state			
<b>Design or performance standards:</b> e.g. British Standard or Eurocode, codes of practice, client requirements			
<b>Survey and existing information:</b> e.g. site investigation, services information, topographical survey			
<b>Construction restraints/sequence:</b> e.g. hold points, timing of striking/removal, considerations for reuse			

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Information to assist the designer (continued)	
<b>Duration or programme:</b> e.g. phasing	
<b>Third party conditions, licences and approvals:</b> e.g. highways, rail, utility services, environmental	
<b>Preferred method and/or plant/equipment/materials:</b> e.g. sequence and timing for reuse, position of joints, settlement limits, access required	
<b>Extracts from construction project plan:</b> e.g. identified risks and requirements for the health and safety file	
_____ : (other considerations)	

**All TW designs must be provided back to the originator/TWC with the following deliverables:**

- An output drawing/technical note/specification – suitable to construct from
- A schedule of any residual risks produced by the design that are considered by the designer to be significant, unusual or not something a competent contractor would normally anticipate
- Details of any specific sequencing/inspections/hold points required to inform the contractor's safe system of work
- A completed TW design and check certificate.

**Additional deliverables requested:**

<b>Design programme:</b>	Yes/ No	<b>Calculations:</b>	Yes/ No	<b>Other (specify):</b>	Yes/ No
<b>Deliverables issue date:</b>					

**Sign off**

**Design brief originator**

<b>Signature:</b>		<b>Print:</b>		<b>Date:</b>	
<b>TWC</b>					
<b>Signature:</b>		<b>Print:</b>		<b>Date:</b>	
<b>PC's TWC</b>					
<b>Signature:</b>		<b>Print:</b>		<b>Date:</b>	