

Safety and health plan · work aid

Coordination of trades, construction sequence and shared facilities

Project / site	Client / representative	Coordinator / prepared by
Plan status / version / date	Schedule / phase covered	Related drawings / rules

1 · Coordination across trades (add rows / sheets as needed)

ID / area	Trade / activity	Period / overlap	Hazard / interaction	Control / coordination rule	Owner / provision	Review / deadline / evidence

Prepared / date: _____ Reviewed / date: _____

Use and review

This table is a work aid, not a complete safety and health plan or a guarantee of legal compliance. A competent professional must develop, review and update the project-specific plan.

Add project-specific sequencing, spatial and timing interactions, particularly hazardous work, shared facilities, responsibilities and relevant requirements. The example is deliberately incomplete.

Document distribution / coordination with parties, changes and related drawings separately. Check that controls are suitable and implemented on site.

Adapt to the project and obtain a competent professional review before use. Record only necessary personal data and store it securely.

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Project / site Example site A (fictional)	Client / representative Example client (fictional)	Coordinator / prepared by Person A (fictional)
Plan status / version / date DEMO / 0.1 / 15.04.2026	Schedule / phase covered 15.04.–30.04.2026 / A	Related drawings / rules Site layout drawing DEMO-P1

1 · Coordination across trades (add rows / sheets as needed)

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01 / A	Scaffolding; facade work	15–16 Apr 2026; planned overlap	Overlapping work areas; falling objects during scaffold assembly.	Separate work in time; cordon off assembly area; agree access with affected parties before work resumes.	Example company A: barrier; Person A: coordination	Before work; verify responsibility and effectiveness on site; DEMO-P1

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