RISK ASSESSMENT AND METHOD STATEMENT (RAMS)

Business name

Document: RAMS-001 Rev 1
Prepared: 9 Nov 2026
Review by: 9 Dec 2026
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Electrical fault finding	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Electrical

2. RISK ASSESSMENT

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
1	Talk to the client about the fault and keep people away from the consumer unit	Working in an occupied home or building	Residents, Children, Staff, Workers. How: Residents, staff or children wander into the work area and get hurt, or the work blocks exits or cuts off power or water while people are inside.	**Medium (9) Possible / Lost time injury**	1.1 Plan noisy, dusty or risky work for when the building is empty. [Eliminate] 1.2 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Isolate] 1.3 Keep fire exits and paths clear at all times. [Control (procedures)] 1.4 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Control (procedures)] 1.5 Lock away tools, chemicals and materials each day, out of reach of children. [Control (procedures)] 1.6 Clean up dust and debris at the end of each day. [Control (procedures)]	**Low (3) Very unlikely / Lost time injury**	Site supervisor
2	Check the test meter on a known source before and after use	Electric shock from live wiring Rules: Electricity at Work Regulations 1989	Workers, Occupants. How: Contact with live wires, distribution boards or equipment gives an electric shock or arc flash burn that can kill.	**Very high (15) Possible / Fatal**	2.1 Isolate the power before any work. Do not work live. [Eliminate] 2.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Isolate] 2.3 Electric shock from live wiring: see step 3 for the full controls [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor
3	Do live testing only when it cannot be done dead, using insulated tools, mats and arc rated gear	Electric shock from live wiring Stored energy Rules: Electricity at Work Regulations 1989	Workers, Occupants. How: Contact with live wires, distribution boards or equipment gives an electric shock or arc flash burn that can kill. Energy left in springs, hydraulics, compressed gas, raised loads or capacitors releases suddenly and	**Very high (15) Possible / Fatal**	3.1 Isolate the power before any work. Do not work live. [Eliminate] 3.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Isolate] 3.3 Prove dead at the point of work with an approved voltage indicator (GS38), and prove the tester before and after. [Control (engineering)] 3.4 Only competent, qualified electricians do electrical work, following a safe isolation procedure. [Control (procedures)] 3.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
			crushes or injures workers.		3.6 If live work cannot be avoided, use a permit, a safety observer and insulated tools. [Control (procedures)] 3.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE] 3.8 Release or block all stored energy before work: release the pressure in pipes, tanks and hoses, bleed hydraulics, release springs, lower loads. [Eliminate] 3.9 Lock out and tag all energy sources with personal locks. [Isolate] 3.10 Put mechanical blocks or props under raised parts like buckets, tipper bodies and doors. [Control (engineering)] 3.11 Test that the system is dead and nothing can move before you start. [Control (procedures)] 3.12 Follow the maker's procedure, for example for garage door and roller door springs. [Control (procedures)] 3.13 Wear safety glasses and gloves. [PPE]		
4	Isolate the faulty circuit, lock off and label and prove dead before any repair	Electric shock from live wiring Rules: Electricity at Work Regulations 1989	Workers, Occupants. How: Contact with live wires, distribution boards or equipment gives an electric shock or arc flash burn that can kill.	**Very high (15) Possible / Fatal**	4.1 Electric shock from live wiring: see step 3 for the full controls [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor
5	Repair or replace the faulty part	Electric shock from leads and power tools Cuts from sharp edges Falling from a ladder Rules: Electricity at Work Regulations 1989; Work at Height Regulations 2005	Workers. How: Damaged leads, plugs or tools, or water near power, give the user an electric shock. Sheet metal, glass, blades, cable tray and offcuts cut hands and arms.	**High (12) Possible / Major injury**	5.1 Use battery-powered tools where you can. [Reduce / substitute] 5.2 Use 110V tools through a centre-tapped transformer, or battery tools. Use an RCD on any 230V supply. [Control (engineering)] 5.3 Keep leads off the ground and out of water, using lead stands or hooks. [Control (engineering)] 5.4 Check leads, plugs and tools before every use. Tag out and remove anything damaged. [Control (procedures)] 5.5 Keep tools and leads inspected and PAT tested on a regular schedule. [Control (procedures)] 5.6 Do not use tools in rain or wet areas unless they are rated for it. [Control (procedures)] 5.7 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Control (engineering)] 5.8 Use knives with retractable or self-retracting blades. [Control (engineering)] 5.9 Cut away from your body and keep your other hand clear. [Control (procedures)] 5.10 Put used blades in a blade bin or sharps container. [Control (procedures)] 5.11 Use two people to handle large sheets of metal or glass. [Control (procedures)] 5.12 Use a podium step, mobile tower or MEWP for longer jobs instead of a straight ladder. [Reduce / substitute]	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					5.13 Use EN 131 professional ladders in good condition. Remove any damaged ladder from site. [Control (engineering)] 5.14 Set extension ladders at a 4 to 1 angle on firm, level ground, tied or footed, and reaching 1 metre above the landing. [Control (engineering)] 5.15 Use ladders only for short, light work (about 30 minutes in one spot). Do not carry heavy or awkward loads up a ladder. [Control (procedures)] 5.16 Keep three points of contact and your belt buckle between the stiles. Do not overreach. [Control (procedures)]		
6	Retest, restore power and record what was found	Electric shock from live wiring Working alone Rules: Electricity at Work Regulations 1989	Workers, Occupants. How: Contact with live wires, distribution boards or equipment gives an electric shock or arc flash burn that can kill. A worker on their own is hurt or falls ill and nobody knows to help them.	**Very high (15) Possible / Fatal**	6.1 Electric shock from live wiring: see step 3 for the full controls [Control (procedures)] 6.2 Do not do high risk work alone: work at height, confined spaces, live electrical or trenches. [Eliminate] 6.3 Set a check-in system: call or text at set times, and someone follows up if there is no reply. [Control (procedures)] 6.4 Tell someone where you are working and when you expect to finish. [Control (procedures)] 6.5 Carry a charged phone. Use a personal alarm or GPS device where there is no signal. [Control (procedures)] 6.6 Keep a first aid kit on hand and know the site address for emergency services. [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor

Risk key: risk = likelihood x consequence on a 5 x 5 matrix. Low, Medium, High, Very high. Work must not start while the risk after controls is high or above. Controls are listed in order of the hierarchy of control (eric-pd): Eliminate, Reduce / substitute, Isolate, Control (engineering), Control (procedures), PPE.

3. METHOD STATEMENT: SEQUENCE OF WORK

Step	What we will do	How it is done safely
1	Talk to the client about the fault and keep people away from the consumer unit	Plan noisy, dusty or risky work for when the building is empty. Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. Keep fire exits and paths clear at all times.
2	Check the test meter on a known source before and after use	Isolate the power before any work. Do not work live. Lock out and tag the isolation point with your own personal lock and danger tag. Electric shock from live wiring: see step 3 for the full controls
3	Do live testing only when it cannot be done dead, using insulated tools, mats and arc rated gear	Isolate the power before any work. Do not work live. Lock out and tag the isolation point with your own personal lock and danger tag. Prove dead at the point of work with an approved voltage indicator (GS38), and prove the tester before and after.
4	Isolate the faulty circuit, lock off and label and prove dead before any repair	Electric shock from live wiring: see step 3 for the full controls
5	Repair or replace the faulty part	Use battery-powered tools where you can. Use 110V tools through a centre-tapped transformer, or battery tools. Use an RCD on any 230V supply. Keep leads off the ground and out of water, using lead stands or hooks.

Step	What we will do	How it is done safely
6	Retest, restore power and record what was found	Electric shock from live wiring: see step 3 for the full controls Do not do high risk work alone: work at height, confined spaces, live electrical or trenches. Set a check-in system: call or text at set times, and someone follows up if there is no reply.

4. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Safety glasses Insulated electrical gloves Arc-rated clothing and face shield FFP3 dust mask Rigger gloves Cut-resistant gloves Safety helmet	Permit to work (electrical isolation)

5. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Electrical test equipment (multifunction tester)		Check leads and probes meet HSE GS38 before each use; prove the voltage indicator on a proving unit before and after; calibrate at the maker's interval (usually yearly)			
Hand tools					
Stepladder		Pre-use check every day it is used, plus regular detailed visual inspections recorded (HSE INDG455)			

6. CREW COMPETENCY, TICKETS AND LICENCES

Crew listed at sign-on below, with ticket and licence numbers.

7. EMERGENCY ARRANGEMENTS

Emergency number	999	**First aid kit**	In the work vehicle
Fire extinguisher	In the work vehicle	**Alarm and evacuation**	Shout "Fire" or "Stop" and use the site alarm. Stop work, make the area safe and go to the assembly point. Do not go back in until the supervisor says it is safe.
Reporting incidents	Report reportable incidents to HSE under RIDDOR 2013 (hse.gov.uk/riddor).		

8. SITE ARRANGEMENTS

Welfare	Toilets, drinking water, hand washing and a break area on site	**Security and access**	Work area fenced or kept locked when unattended. Tools and materials secured. Public kept out.
Environmental and waste	Waste goes in a skip or the van and is taken away by a registered waste carrier, with waste transfer notes kept (duty of care). Hazardous waste such as asbestos is kept separate and consigned correctly. Dust and noise kept to a minimum. No run-off into drains.		

9. MONITORING, REVIEW AND LEGAL BASIS

The supervisor checks the controls at the start of each shift and during the work. Stop work and review this RAMS if the work, the crew or the site conditions change, after any incident or near miss, or if the principal contractor asks.

Legal basis: Management of Health and Safety at Work Regulations 1999 and the Construction (Design and Management) Regulations 2015. Employers must assess the risks of their work and record the significant findings (required where you employ 5 or more people). On CDM projects, contractors give their RAMS to the principal contractor before starting, and brief the workers on it.

Keep this RAMS, every revision and the signed briefing register with the site file for the length of the job, and keep a copy in your records afterwards.

10. REVISION HISTORY

Rev	Date	By	What changed
1	9 Nov 2026		First issue

11. APPROVAL AND BRIEFING REGISTER

	Name	Signature	Date	
Prepared by				
Approved by				
Supervisor				
Principal contractor review				Accepted for use: Yes / No

By signing below, each person confirms this RAMS was explained to them in a site briefing, they understand it and will follow it, and they will stop work and tell the supervisor if anything changes.

Name	Role / company	Tickets / licences	Inducted	Signature	Date

Name	Role / company	Tickets / licences	Inducted	Signature	Date