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	Backfill and compaction	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Excavation and earthworks

2. RISK ASSESSMENT

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
1	Check services are inspected before backfilling	Hitting underground services Rules: HSE HSG47 Avoiding danger from underground services	Workers, Public. How: Digging, drilling or driving pegs hits a buried power cable, gas pipe or water main, causing electrocution, explosion or flooding.	**Very high (15) Possible / Fatal**	1.1 Keep machine buckets well clear of marked services and use a spotter. [Isolate] 1.2 Do a CAT and Genny scan before digging and mark services on the ground. [Control (engineering)] 1.3 Hand dig trial holes to find services before machine digging (safe digging practice). [Control (engineering)] 1.4 Get utility plans before digging and check them against what you see on site. [Control (procedures)] 1.5 Keep plans or locate tickets on site and check them again if the work area grows. [Control (procedures)] 1.6 If you hit a service, stop, get everyone clear, and call the owner and emergency services. [Control (procedures)] 1.7 Wear safety boots, gloves and hi-vis when digging. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
2	Place fill in layers with the machine, keeping a spotter	Being hit by mobile plant Rules: CDM Regulations 2015 and PUWER 1998	Workers, Visitors, Public. How: Excavators, loaders, telehandlers and trucks run over or crush workers, especially when reversing or slewing.	**Very high (15) Possible / Fatal**	2.1 Separate people and plant with barriers, exclusion zones and marked walkways. [Isolate] 2.2 Use plant with working reversing alarms, cameras and lights. [Control (engineering)] 2.3 Have a traffic management plan showing plant routes, loading areas and pedestrian paths. [Control (procedures)] 2.4 Use a spotter when reversing or working near people. [Control (procedures)] 2.5 Make eye contact with the operator before going near. Stay out of the swing radius. [Control (procedures)] 2.6 Operators hold a CPCS, NPORS or equal card for the plant they use. [Control (procedures)] 2.7 Do a pre-start check on each machine every day and record it. [Control (procedures)] 2.8 Wear hi-vis clothing and a hard hat. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
3	Compact each layer, rotating operators to	Hand-arm and whole-body vibration	Workers, People nearby.	**High (12) Likely / Lost time injury**	3.1 Use low-vibration tools and methods, such as a breaker on an excavator instead of a hand jackhammer. [Reduce / substitute]	**Medium (6) Unlikely / Lost time**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
	limit vibration	Loud noise Rules: Control of Vibration at Work Regulations 2005; Control of Noise at Work Regulations 2005	How: Long periods on jackhammers, grinders, compactors or riding plant cause white finger, numbness and back damage. Saws, grinders, jackhammers and machines cause permanent hearing loss and ringing in the ears over time.		3.2 Keep tools sharp and well maintained, and use anti-vibration handles and seats. [Control (engineering)] 3.3 Limit trigger time using the HSE vibration calculator to stay below the exposure action value, and rotate workers. [Control (procedures)] 3.4 Keep hands warm and dry, and take regular breaks. [Control (procedures)] 3.5 Report tingling, numbness or white fingers early. [Control (procedures)] 3.6 Wear gloves to keep hands warm and dry. [PPE] 3.7 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Reduce / substitute] 3.8 Keep noisy plant away from work areas, and use screens or distance between the noise and people. [Isolate] 3.9 Keep tools maintained and use mufflers on compressors and generators. [Control (engineering)] 3.10 Limit time on noisy tools and rotate workers. [Control (procedures)] 3.11 If you have to shout to be heard by someone 2 metres away, the noise is probably 85 dB(A) or more: wear hearing protection. [Control (procedures)] 3.12 Assess noise. At 85 dB(A) or more, hearing protection is required and the zone must be marked. [Control (procedures)] 3.13 Wear earplugs or earmuffs rated for the noise. [PPE]	**injury**	
4	Keep compactors away from trench edges	Trench or excavation collapse Rules: CDM Regulations 2015, regulation 22 (excavations)	Workers. How: The trench walls cave in and bury or crush a worker. Any excavation can collapse, however shallow. Sides must be supported or battered back wherever a collapse could hurt someone.	**Very high (15) Possible / Fatal**	4.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Eliminate] 4.2 Barricade or cover the excavation so people and plant cannot fall in. [Isolate] 4.3 Support or batter back the sides of any excavation where collapse could happen. Use trench boxes or sheet piling for deeper trenches. [Control (engineering)] 4.4 Keep spoil, materials and plant at least 1 metre back from the edge. [Control (engineering)] 4.5 Provide a safe way in and out, such as a ladder near where people work. [Control (engineering)] 4.6 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Control (procedures)] 4.7 Never work alone in a trench. Watch for water, cracks and bulging walls, and get out if you see them. [Control (procedures)] 4.8 Wear a hard hat, hi-vis and safety boots. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
5	Clean up and take compaction tests	Poor housekeeping and waste	Workers, Visitors. How: Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block	**Medium (8) Likely / Minor injury**	5.1 Order materials to size and send packaging back where you can. [Eliminate] 5.2 Put skips and waste chutes close to the work. [Control (engineering)] 5.3 Clean as you go, and do a full clean up at the end of each day.	**Low (4) Unlikely / Minor injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
			exits.		[Control (procedures)] 5.4 Keep exits, stairs and walkways clear at all times. [Control (procedures)] 5.5 Stack materials neatly on level ground, away from edges. [Control (procedures)] 5.6 Use a registered waste carrier and keep waste transfer notes for at least 2 years. Keep hazardous waste such as asbestos separate, with consignment notes (special waste in Scotland). [Control (procedures)] 5.7 Wear gloves when handling waste. [PPE]		

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	Check services are inspected before backfilling	Keep machine buckets well clear of marked services and use a spotter. Do a CAT and Genny scan before digging and mark services on the ground. Hand dig trial holes to find services before machine digging (safe digging practice).
2	Place fill in layers with the machine, keeping a spotter	Separate people and plant with barriers, exclusion zones and marked walkways. Use plant with working reversing alarms, cameras and lights. Have a traffic management plan showing plant routes, loading areas and pedestrian paths.
3	Compact each layer, rotating operators to limit vibration	Use low-vibration tools and methods, such as a breaker on an excavator instead of a hand jackhammer. Keep tools sharp and well maintained, and use anti-vibration handles and seats. Limit trigger time using the HSE vibration calculator to stay below the exposure action value, and rotate workers.
4	Keep compactors away from trench edges	Use methods that keep people out of the trench, such as directional boring or working from the surface. Barricade or cover the excavation so people and plant cannot fall in. Support or batter back the sides of any excavation where collapse could happen. Use trench boxes or sheet piling for deeper trenches.
5	Clean up and take compaction tests	Order materials to size and send packaging back where you can. Put skips and waste chutes close to the work. Clean as you go, and do a full clean up at the end of each day.

4. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Hi-vis vest Ear defenders Rigger gloves Safety helmet	Permit to dig

5. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Wacker plate					
Skid steer loader	CPCS or NPORS skid steer card				
Excavator (360)	CPCS or NPORS excavator card	Daily pre-use checks and PUWER inspection; if used to lift loads, LOLER thorough examination every 12 months and its lifting accessories every 6 months			

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