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	House extension	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	General building

2. WORK INVOLVING PARTICULAR RISKS (CDM 2015 SCHEDULE 3)

YES	Risk of burial under earthfalls, engulfment in swampland or falling from a height, made worse by the work, processes or site		Work on wells, underground earthworks and tunnels
YES	Chemical or biological substances that are a particular danger, or that need health monitoring by law		Divers with a system of air supply
	Ionising radiation needing controlled or supervised areas		Work in caissons with a compressed air atmosphere
	Work near high voltage power lines		Use of explosives
	Risk of drowning		Assembling or dismantling heavy prefabricated components

3. RISK ASSESSMENT

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
1	Check the asbestos survey for the existing house and protect the occupants	Disturbing asbestos Working in an occupied home or building Rules: Control of Asbestos Regulations 2012	Workers, Occupants, Public, Residents, Children, Staff. How: Buildings built before 2000 may contain asbestos. Drilling, cutting or breaking it releases fibres that cause cancer years later. 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.	**Very high (15) Possible / Fatal**	1.1 Before work on any building built before 2000, check the refurbishment and demolition asbestos survey for the work area (HSE HSG264). If there is none, presume asbestos is present or have it sampled before you start. [Eliminate] 1.2 Seal off the work area and keep everyone else out. [Isolate] 1.3 If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with an H-class vacuum. [Control (engineering)] 1.4 Most asbestos insulation, coatings and insulating board need a licensed contractor. Notifiable non-licensed work is notified to HSE before it starts. Other work needs trained workers and controls. [Control (procedures)] 1.5 Stop work straight away if you find suspect asbestos. Do not touch it and tell your supervisor. [Control (procedures)] 1.6 Wear a fit-tested FFP3 mask (or better) and disposable type 5 coveralls. [PPE] 1.7 Plan noisy, dusty or risky work for when the building is empty. [Eliminate] 1.8 Close off the work area with barriers, plastic sheeting or locked doors, and put up signs. [Isolate]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					1.9 Keep fire exits and paths clear at all times. [Control (procedures)] 1.10 Tell occupants before you turn off power, water or gas, and before noisy or dusty work. [Control (procedures)] 1.11 Lock away tools, chemicals and materials each day, out of reach of children. [Control (procedures)] 1.12 Clean up dust and debris at the end of each day. [Control (procedures)]		
2	Set up fencing and dust screens between the work and the house	Public entering the work area General dust Rules: CDM Regulations 2015	Public, Children, Workers, Occupants. How: Members of the public, including children, walk into the site and are hit by plant or falling objects, or fall into holes. Dust from plasterboard, filler, cement and clean up irritates eyes and lungs and makes it hard to see.	**High (12) Possible / Major injury**	2.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Isolate] 2.2 Give pedestrians a safe, marked path around the work, with ramps for prams and wheelchairs. [Isolate] 2.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Control (engineering)] 2.4 Put signs at each entry: site name, contact number and "No unauthorised entry". [Control (procedures)] 2.5 Make the site safe at the end of each day: cover holes, lower plant, remove ladders and lock tools away. [Control (procedures)] 2.6 Use a spotter when moving plant or materials across public paths. [Control (procedures)] 2.7 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Reduce / substitute] 2.8 Seal off the work area with plastic sheeting in occupied buildings. [Isolate] 2.9 Use tools with dust extraction and a vacuum for clean up. [Control (engineering)] 2.10 Lightly mist the area with water to keep dust down, away from anything electrical. [Control (engineering)] 2.11 Never dry sweep or blow dust off with compressed air. [Control (procedures)] 2.12 Wear a dust mask and safety glasses. [PPE]	**Low (4) Very unlikely / Major injury**	Site supervisor
3	Excavate and pour footings or slab	Hitting underground services Trench or excavation collapse Wet concrete and cement burns Rules: HSE HSG47 Avoiding danger from underground services; CDM Regulations 2015, regulation 22 (excavations)	Workers, Public. How: Digging, drilling or driving pegs hits a buried power cable, gas pipe or water main, causing electrocution, explosion or flooding. 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	**Very high (15) Possible / Fatal**	3.1 Keep machine buckets well clear of marked services and use a spotter. [Isolate] 3.2 Do a CAT and Genny scan before digging and mark services on the ground. [Control (engineering)] 3.3 Hand dig trial holes to find services before machine digging (safe digging practice). [Control (engineering)] 3.4 Get utility plans before digging and check them against what you see on site. [Control (procedures)] 3.5 Keep plans or locate tickets on site and check them again if the work area grows. [Control (procedures)] 3.6 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Eliminate] 3.7 Barricade or cover the excavation so people and plant cannot fall in. [Isolate]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
			collapse could hurt someone.		3.8 Support or batter back the sides of any excavation where collapse could happen. Use trench boxes or sheet piling for deeper trenches. [Control (engineering)] 3.9 Keep spoil, materials and plant at least 1 metre back from the edge. [Control (engineering)] 3.10 Provide a safe way in and out, such as a ladder near where people work. [Control (engineering)] 3.11 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Control (procedures)] 3.12 Use long-handled tools and pumps to cut down contact. [Control (engineering)] 3.13 Wash concrete off skin straight away with clean water. [Control (procedures)] 3.14 Have clean water and eye wash where concrete or mortar is mixed and used. [Control (procedures)] 3.15 Do a COSHH assessment for cement, lime and mortar, and check hands regularly for early signs of dermatitis. [Control (procedures)] 3.16 Wear waterproof gloves, long sleeves and waterproof boots with trousers worn over the top. [PPE] 3.17 Wear safety glasses or goggles to stop splashes. [PPE]		
4	Frame, brick and roof, with scaffold and edge protection	Falling from height Falling from a roof edge Lifting and carrying heavy loads Rules: Work at Height Regulations 2005; Manual Handling Operations Regulations 1992	Workers, People below. How: A worker falls from any height where a fall could cause injury, such as an edge, platform or opening. A worker slips or walks off the edge of a roof or gutter line and falls to the ground.	**Very high (20) Likely / Fatal**	4.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Eliminate] 4.2 Install guardrails or edge protection on all open edges before work starts. [Isolate] 4.3 Use a scaffold, mobile tower or MEWP instead of working off a ladder. [Control (engineering)] 4.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Control (engineering)] 4.5 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Control (procedures)] 4.6 Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. [Eliminate] 4.7 Install edge protection or guardrails on all open roof edges before work starts. [Isolate] 4.8 Use a perimeter scaffold with handrails and toe boards along the eaves where practical. [Control (engineering)] 4.9 Where guardrails cannot be fitted, use fall restraint on certified roof anchors so workers cannot reach the edge. [Control (engineering)] 4.10 Use one safe, controlled access point and keep others off the roof. [Control (procedures)] 4.11 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Eliminate] 4.12 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them.	**Medium (6) Unlikely / Lost time injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					[Reduce / substitute] 4.13 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Control (engineering)] 4.14 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Control (procedures)] 4.15 Keep the load close, back straight and no twisting. Turn with your feet. [Control (procedures)]		
5	Break into the existing house with propping as designed	Structural collapse during alterations Silica dust from concrete, brick, stone and tiles Rules: CDM Regulations 2015, regulation 19 (stability of structures); COSHH Regulations 2002	Workers, Occupants, People nearby. How: Removing a wall, beam, post or bracing makes part of the building fall on workers. Cutting, grinding or drilling concrete, brick, stone, tiles or fibre cement makes fine silica dust that causes silicosis and lung cancer.	**Very high (20) Likely / Fatal**	5.1 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Eliminate] 5.2 Keep everyone clear of the area under and next to the work. [Isolate] 5.3 Install temporary props, needles or shoring as designed before removing any support. [Control (engineering)] 5.4 Follow the engineer's sequence. Do not change it without approval. [Control (procedures)] 5.5 Check props daily. Do not remove them until the permanent support is in and approved. [Control (procedures)] 5.6 Wear a hard hat and safety boots. [PPE] 5.7 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Reduce / substitute] 5.8 Cut outdoors or in a separate area, with other people well away and upwind. [Isolate] 5.9 Use water on the blade or on-tool dust extraction connected to an H-class vacuum. [Control (engineering)] 5.10 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Control (procedures)] 5.11 Do a COSHH assessment and keep exposure below the workplace exposure limit (0.1 mg/m3 respirable crystalline silica, 8 hours). [Control (procedures)] 5.12 Workers regularly exposed to silica dust get health surveillance (COSHH reg 11, HSE G404). [Control (procedures)] 5.13 Wear a fit-tested FFP3 mask. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
6	Coordinate trades for services and fit out	Electric shock from live wiring Slips and trips Rules: Electricity at Work Regulations 1989	Workers, Occupants, Visitors, Public. How: Contact with live wires, distribution boards or equipment gives an electric shock or arc flash burn that can kill. Workers slip on wet or muddy ground or trip on leads, offcuts and uneven ground, causing sprains, broken bones or head injuries.	**Very high (15) Possible / Fatal**	6.1 Isolate the power before any work. Do not work live. [Eliminate] 6.2 Lock out and tag the isolation point with your own personal lock and danger tag. [Isolate] 6.3 Prove dead at the point of work with an approved voltage indicator (GS38), and prove the tester before and after. [Control (engineering)] 6.4 Only competent, qualified electricians do electrical work, following a safe isolation procedure. [Control (procedures)] 6.5 Check for back feeds from solar, batteries and generators that can keep a circuit live after the main switch is off. [Control (procedures)] 6.6 If live work cannot be avoided, use a permit, a safety observer and insulated tools. [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					6.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE] 6.8 Plan walkways and keep them clear of materials, hoses and leads. [Eliminate] 6.9 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Control (engineering)] 6.10 Fill or cover holes, and lay boards or mats on muddy access paths. [Control (engineering)] 6.11 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Control (procedures)] 6.12 Keep work areas, stairs and access paths well lit. [Control (procedures)] 6.13 Wear safety boots with good grip, laced up. [PPE]		
7	Clean up daily and keep exits clear for the occupants	Poor housekeeping and waste Fire and emergencies Rules: CDM 2015 regs 29 to 31 (fire on construction sites). Occupied premises: Regulatory Reform (Fire Safety) Order 2005 (England and Wales), Fire (Scotland) Act 2005, Fire Safety Regulations (NI) 2010	Workers, Visitors, Occupants. How: Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits. A fire, injury or other emergency happens and workers cannot get out, raise the alarm or get first aid in time.	**High (10) Unlikely / Fatal**	7.1 Order materials to size and send packaging back where you can. [Eliminate] 7.2 Put skips and waste chutes close to the work. [Control (engineering)] 7.3 Clean as you go, and do a full clean up at the end of each day. [Control (procedures)] 7.4 Keep exits, stairs and walkways clear at all times. [Control (procedures)] 7.5 Stack materials neatly on level ground, away from edges. [Control (procedures)] 7.6 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)] 7.7 Wear gloves when handling waste. [PPE] 7.8 Provide fire extinguishers suited to the site, checked and easy to reach. [Control (engineering)] 7.9 Keep exits and escape routes clear and signed. [Control (engineering)] 7.10 Have a site emergency plan: alarm, exits, assembly point and emergency contacts. [Control (procedures)] 7.11 Keep a stocked first aid kit and at least one trained first aider on site. [Control (procedures)] 7.12 Know the site address and how emergency services get in. Call 999. [Control (procedures)] 7.13 Go through the emergency plan with every worker and visitor at induction. [Control (procedures)] 7.14 Keep flammable materials and rubbish away from exits and escape routes. [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.

4. METHOD STATEMENT: SEQUENCE OF WORK

Step	What we will do	How it is done safely
1	Check the asbestos survey for the existing house and protect the occupants	Before work on any building built before 2000, check the refurbishment and demolition asbestos survey for the work area (HSE HSG264). If there is none, presume asbestos is present or have it sampled before you start. Seal off the work area and keep everyone else out. If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with an H-class vacuum.
2	Set up fencing and dust screens between the work and the house	Fence off the site with secure temporary fencing and lock the gates when you leave. Give pedestrians a safe, marked path around the work, with ramps for prams and wheelchairs. Use hoarding, covered walkways or catch fans where work is above public areas.
3	Excavate and pour footings or slab	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).
4	Frame, brick and roof, with scaffold and edge protection	Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. Install guardrails or edge protection on all open edges before work starts. Use a scaffold, mobile tower or MEWP instead of working off a ladder.
5	Break into the existing house with propping as designed	Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. Keep everyone clear of the area under and next to the work. Install temporary props, needles or shoring as designed before removing any support.
6	Coordinate trades for services and fit out	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.
7	Clean up daily and keep exits clear for the occupants	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.

5. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Hi-vis vest Safety helmet Safety glasses Ear defenders FFP3 dust mask Full body harness and lanyard Half-mask respirator (P3 filters) Coveralls Rigger gloves Chemical-resistant gloves Safety goggles Knee pads Sun protection (sunscreen and neck cover)	Roof access permit Work at height permit

6. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
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			
Tube and fitting or system scaffold	CISRS scaffolder card to erect, alter or dismantle	Inspected by a competent person after assembly, after anything that could affect stability (such as high winds or alteration) and at least every 7 days where a fall of 2 m or more is possible; report within 24 hours (Work at Height Regulations 2005 reg 12, Schedule 7)			
Circular saw		User check before each use; formal visual inspection and PAT testing at intervals set by risk (110V on site)			
Nail gun					
Concrete pump					

7. CREW COMPETENCY, TICKETS AND LICENCES

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

8. 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).		

9. 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.		

10. 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.

11. REVISION HISTORY

Rev	Date	By	What changed
1	9 Nov 2026		First issue

12. 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