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	Minor maintenance and repairs	**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)

	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	Talk to the occupants and set up a tidy work area	Working in an occupied home or building Slips and trips	Residents, Children, Staff, Workers, Visitors, Public. 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. Workers slip on wet or muddy ground or trip on leads, offcuts and uneven ground, causing sprains, broken bones or head injuries.	**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)] 1.7 Plan walkways and keep them clear of materials, hoses and leads. [Eliminate] 1.8 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Control (engineering)] 1.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Control (engineering)] 1.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Control (procedures)]	**Low (4) Unlikely / Minor injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					1.11 Keep work areas, stairs and access paths well lit. [Control (procedures)] 1.12 Wear safety boots with good grip, laced up. [PPE]		
2	Check for asbestos and lead paint before drilling or cutting older buildings	Disturbing asbestos Lead paint dust and fumes Rules: Control of Asbestos Regulations 2012; Control of Lead at Work Regulations 2002	Workers, Occupants, Public, Residents, Children. How: Buildings built before 2000 may contain asbestos. Drilling, cutting or breaking it releases fibres that cause cancer years later. Lead paint was common before the 1970s and was used in some buildings until 1992. Sanding, scraping or heating it releases dust or fumes that poison workers and families, especially children.	**Very high (15) Possible / Fatal**	2.1 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] 2.2 Seal off the work area and keep everyone else out. [Isolate] 2.3 If asbestos must be disturbed, keep it wet, use hand tools not power tools, and clean up with an H-class vacuum. [Control (engineering)] 2.4 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)] 2.5 Stop work straight away if you find suspect asbestos. Do not touch it and tell your supervisor. [Control (procedures)] 2.6 Wear a fit-tested FFP3 mask (or better) and disposable type 5 coveralls. [PPE] 2.7 Test old paint for lead before you sand, scrape, cut or heat it. [Eliminate] 2.8 Use wet scraping, chemical strippers or shrouded tools with extraction instead of dry sanding. Never burn off lead paint with an open flame. [Reduce / substitute] 2.9 Seal off the work area with plastic sheeting and keep residents, children and pets out. [Isolate] 2.10 Clean up with an H-class vacuum and wet wipes. Never dry sweep. [Control (engineering)] 2.11 Wash hands and face before eating, drinking or smoking. Change out of dusty clothes before going home. [Control (procedures)] 2.12 Wear an FFP3 mask, disposable coveralls and gloves. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
3	Isolate any services you will work near	Electric shock from live wiring Gas and fuel lines Rules: Electricity at Work Regulations 1989; Gas Safety (Installation and Use) Regulations 1998	Workers, Occupants, Public. How: Contact with live wires, distribution boards or equipment gives an electric shock or arc flash burn that can kill. Damaging or opening a gas or fuel line causes a leak, fire or explosion.	**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)] 3.6 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
					3.7 Wear insulated gloves, arc-rated clothing and a face shield when testing or working near live parts. [PPE] 3.8 Isolate and purge the line before work, with the owner's approval. [Eliminate] 3.9 Lock off and tag the isolation valve. [Isolate] 3.10 Check for leaks with a gas detector before and during work, and ventilate the area. [Control (engineering)] 3.11 Only Gas Safe registered engineers work on gas fittings. [Control (procedures)] 3.12 Remove ignition sources: no smoking, no hot work and no sparking tools near the line. [Control (procedures)] 3.13 Know where the shut-off valve is and what to do if a leak happens. [Control (procedures)] 3.14 Wear safety glasses and gloves, and keep a fire extinguisher close by. [PPE]		
4	Use the right ladder and keep three points of contact	Falling from a ladder Rules: Work at Height Regulations 2005	Workers. How: The ladder slips or tips, or the worker overreaches, and they fall onto a hard surface.	**High (12) Possible / Major injury**	4.1 Use a podium step, mobile tower or MEWP for longer jobs instead of a straight ladder. [Reduce / substitute] 4.2 Use EN 131 professional ladders in good condition. Remove any damaged ladder from site. [Control (engineering)] 4.3 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)] 4.4 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)] 4.5 Keep three points of contact and your belt buckle between the stiles. Do not overreach. [Control (procedures)] 4.6 Do not work off the top three rungs of a leaning ladder. On a stepladder, do not stand on the top two steps (top three on swing-back or double-sided steps) unless there is a suitable handhold. [Control (procedures)] 4.7 Check the ladder before each use: feet, rungs, stiles and locks. [Control (procedures)] 4.8 Wear non-slip safety boots with clean soles. [PPE]	**Medium (8) Unlikely / Major injury**	Site supervisor
5	Do the repair with guards and PPE on tools	Injury from power tools Saw cuts and kickback General dust Rules: Provision and Use of Work Equipment Regulations 1998 (PUWER)	Workers, People nearby, Occupants. How: Drills, saws, routers and sanders kick back, catch clothing or throw debris, causing cuts, broken bones and eye injuries. Circular saws, drop saws and table saws cut fingers and hands or throw	**High (12) Possible / Major injury**	5.1 Keep all guards fitted and working. Never tie back or remove a guard. [Control (engineering)] 5.2 Clamp or secure the work piece. Do not hold it by hand. [Control (engineering)] 5.3 Only trained, competent people use power tools, following the maker's instructions. [Control (procedures)] 5.4 Check tools before use. Unplug or remove the battery before changing blades or bits. [Control (procedures)] 5.5 No loose clothing, jewellery or long hair near spinning parts. [Control (procedures)] 5.6 Keep blade guards fitted and working, and use the riving knife on	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
			material back at the user.		table saws. [Control (engineering)] 5.7 Use push sticks and clamps, and support long pieces so they do not pinch the blade. [Control (engineering)] 5.8 Use a sharp, undamaged blade made for the material. [Control (procedures)] 5.9 Stand to one side of the blade line, out of the kickback path. [Control (procedures)] 5.10 Let the blade stop fully before reaching in or putting the saw down. [Control (procedures)] 5.11 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Reduce / substitute] 5.12 Seal off the work area with plastic sheeting in occupied buildings. [Isolate] 5.13 Use tools with dust extraction and a vacuum for clean up. [Control (engineering)] 5.14 Lightly mist the area with water to keep dust down, away from anything electrical. [Control (engineering)] 5.15 Never dry sweep or blow dust off with compressed air. [Control (procedures)]		
6	Tell someone where you are if working alone, then clean up	Working alone Poor housekeeping and waste	Workers, Visitors. How: A worker on their own is hurt or falls ill and nobody knows to help them. Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits.	**Medium (8) Unlikely / Major injury**	6.1 Do not do high risk work alone: work at height, confined spaces, live electrical or trenches. [Eliminate] 6.2 Set a check-in system: call or text at set times, and someone follows up if there is no reply. [Control (procedures)] 6.3 Tell someone where you are working and when you expect to finish. [Control (procedures)] 6.4 Carry a charged phone. Use a personal alarm or GPS device where there is no signal. [Control (procedures)] 6.5 Keep a first aid kit on hand and know the site address for emergency services. [Control (procedures)] 6.6 Order materials to size and send packaging back where you can. [Eliminate] 6.7 Put skips and waste chutes close to the work. [Control (engineering)] 6.8 Clean as you go, and do a full clean up at the end of each day. [Control (procedures)] 6.9 Keep exits, stairs and walkways clear at all times. [Control (procedures)] 6.10 Stack materials neatly on level ground, away from edges. [Control (procedures)] 6.11 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)] 6.12 Wear gloves when handling waste. [PPE]	**Low (4) Very unlikely / Major injury**	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	Talk to the occupants and set up a tidy work area	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 for asbestos and lead paint before drilling or cutting older buildings	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.
3	Isolate any services you will work near	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	Use the right ladder and keep three points of contact	Use a podium step, mobile tower or MEWP for longer jobs instead of a straight ladder. Use EN 131 professional ladders in good condition. Remove any damaged ladder from site. Set extension ladders at a 4 to 1 angle on firm, level ground, tied or footed, and reaching 1 metre above the landing.
5	Do the repair with guards and PPE on tools	Keep all guards fitted and working. Never tie back or remove a guard. Clamp or secure the work piece. Do not hold it by hand. Only trained, competent people use power tools, following the maker's instructions.
6	Tell someone where you are if working alone, then clean up	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. Tell someone where you are working and when you expect to finish.

5. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Safety glasses Rigger gloves FFP3 dust mask Half-mask respirator (P3 filters) Coveralls Safety helmet Ear defenders	None required

6. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Hand tools					
Power drill		User check before each use; formal visual inspection and PAT testing at intervals set by risk (110V on site)			
Stepladder		Pre-use check every day it is used, plus regular detailed visual inspections recorded (HSE INDG455)			

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Circular saw		User check before each use; formal visual inspection and PAT testing at intervals set by risk (110V on site)			

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

Rev	Date	By	What changed

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