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	Glass balustrade installation	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Glazing

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	Install temporary edge protection until the balustrade is complete	Falling from height Falling through a floor opening or void Rules: Work at Height Regulations 2005	Workers, People below, Visitors. How: A worker falls from any height where a fall could cause injury, such as an edge, platform or opening. A worker steps into an open hole, stairwell, lift shaft or penetration and falls to the level below.	**Very high (20) Likely / Fatal**	1.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Eliminate] 1.2 Install guardrails or edge protection on all open edges before work starts. [Isolate] 1.3 Use a scaffold, mobile tower or MEWP instead of working off a ladder. [Control (engineering)] 1.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Control (engineering)] 1.5 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Control (procedures)] 1.6 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE] 1.7 Cover every hole and penetration with a fixed, secured cover marked "HOLE" or "DANGER". [Isolate] 1.8 Put guardrails with toe boards around stairwells, lift shafts, voids and open edges. [Isolate] 1.9 Install stairs early and fit temporary handrails as soon as they go in. [Control (engineering)] 1.10 Never remove a cover or guardrail without approval. Put it back straight away. [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					1.11 Inspect covers and barriers daily and after other trades have been through. [Control (procedures)] 1.12 Keep lighting good enough to see openings, especially on lower floors and in the evening. [Control (procedures)] 1.13 Use a harness clipped to a rated anchor when working right next to an open void. [PPE]		
2	Drill fixings with dust extraction	Silica dust from concrete, brick, stone and tiles Loud noise Hand-arm and whole-body vibration Rules: COSHH Regulations 2002; Control of Noise at Work Regulations 2005; Control of Vibration at Work Regulations 2005	Workers, People nearby. How: Cutting, grinding or drilling concrete, brick, stone, tiles or fibre cement makes fine silica dust that causes silicosis and lung cancer. Saws, grinders, jackhammers and machines cause permanent hearing loss and ringing in the ears over time.	**Very high (20) Likely / Fatal**	2.1 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Reduce / substitute] 2.2 Cut outdoors or in a separate area, with other people well away and upwind. [Isolate] 2.3 Use water on the blade or on-tool dust extraction connected to an H-class vacuum. [Control (engineering)] 2.4 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Control (procedures)] 2.5 Do a COSHH assessment and keep exposure below the workplace exposure limit (0.1 mg/m3 respirable crystalline silica, 8 hours). [Control (procedures)] 2.6 Workers regularly exposed to silica dust get health surveillance (COSHH reg 11, HSE G404). [Control (procedures)] 2.7 Wear a fit-tested FFP3 mask. [PPE] 2.8 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Reduce / substitute] 2.9 Keep noisy plant away from work areas, and use screens or distance between the noise and people. [Isolate] 2.10 Keep tools maintained and use mufflers on compressors and generators. [Control (engineering)] 2.11 Limit time on noisy tools and rotate workers. [Control (procedures)] 2.12 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)] 2.13 Assess noise. At 85 dB(A) or more, hearing protection is required and the zone must be marked. [Control (procedures)] 2.14 Use low-vibration tools and methods, such as a breaker on an excavator instead of a hand jackhammer. [Reduce / substitute] 2.15 Keep tools sharp and well maintained, and use anti-vibration handles and seats. [Control (engineering)] 2.16 Limit trigger time using the HSE vibration calculator to stay below the exposure action value, and rotate workers. [Control (procedures)] 2.17 Keep hands warm and dry, and take regular breaks. [Control (procedures)] 2.18 Report tingling, numbness or white fingers early. [Control (procedures)]	**Medium (6) Unlikely / Lost time injury**	Site supervisor
3	Lift panels with suction	Lifting and carrying	Workers, Occupants.	**High (12)**	3.1 Plan to avoid carrying: have materials delivered, and old items	**Medium (8)**	Site

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
	lifters and enough people	heavy loads Glass handling and breakage Rules: Manual Handling Operations Regulations 1992	How: Lifting, carrying, pushing or twisting with heavy or awkward loads strains the back, shoulders or knees. Glass panes break while being moved or fitted, causing deep cuts, or heavy panels fall and crush.	**Likely / Lost time injury**	picked up, as close as possible to where they are used. [Eliminate] 3.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Reduce / substitute] 3.3 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Control (engineering)] 3.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Control (procedures)] 3.5 Keep the load close, back straight and no twisting. Turn with your feet. [Control (procedures)] 3.6 Rotate tasks and take breaks on long lifting jobs. [Control (procedures)] 3.7 Wear gloves for grip and safety boots to protect your feet. [PPE] 3.8 Use suction lifters, glass trolleys or a glazing robot for large panes. [Control (engineering)] 3.9 Store glass upright on racks and secure it. Never lay it flat or lean it loosely. [Control (engineering)] 3.10 Use two or more people for large panes, and clear the carry route first. [Control (procedures)] 3.11 Mark new glass with tape or stickers so nobody walks into it. [Control (procedures)] 3.12 Clean up broken glass straight away into a marked container. [Control (procedures)] 3.13 Wear cut-resistant gloves, arm guards, safety glasses and safety boots. [PPE]	**Unlikely / Major injury**	supervisor
4	Fix and check each panel before removing temporary protection	Falling from height Structural collapse during alterations Rules: Work at Height Regulations 2005; CDM Regulations 2015, regulation 19 (stability of structures)	Workers, People below, Occupants. How: A worker falls from any height where a fall could cause injury, such as an edge, platform or opening. Removing a wall, beam, post or bracing makes part of the building fall on workers.	**Very high (20) Likely / Fatal**	4.1 Falling from height: see step 1 for the full controls [Control (procedures)] 4.2 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Eliminate] 4.3 Keep everyone clear of the area under and next to the work. [Isolate] 4.4 Install temporary props, needles or shoring as designed before removing any support. [Control (engineering)] 4.5 Follow the engineer's sequence. Do not change it without approval. [Control (procedures)] 4.6 Check props daily. Do not remove them until the permanent support is in and approved. [Control (procedures)] 4.7 Wear a hard hat and safety boots. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
5	Clean up	Poor housekeeping and waste	Workers, Visitors. How: Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits.	**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. [Control (procedures)] 5.4 Keep exits, stairs and walkways clear at all times. [Control	**Low (4) Unlikely / Minor injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					(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.

4. METHOD STATEMENT: SEQUENCE OF WORK

Step	What we will do	How it is done safely
1	Install temporary edge protection until the balustrade is complete	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.
2	Drill fixings with dust extraction	Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. Cut outdoors or in a separate area, with other people well away and upwind. Use water on the blade or on-tool dust extraction connected to an H-class vacuum.
3	Lift panels with suction lifters and enough people	Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand.
4	Fix and check each panel before removing temporary protection	Falling from height: see step 1 for the full controls 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.
5	Clean up	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 Cut-resistant gloves Safety glasses Full body harness and lanyard Ear defenders Half-mask respirator (P3 filters) Rigger gloves	None required

6. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Power drill		User check before each use; formal visual inspection and PAT testing at intervals set by risk (110V on site)			
SDS drill		User check before each use; formal visual inspection and PAT testing at intervals set by risk (110V on site)			
Hand tools					
Scissor lift (MEWP)	IPAF PAL card (3a)	LOLER thorough examination at least every 6 months (it lifts people), plus a pre-use check each shift			

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