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	Shopfront and commercial glazing	**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)

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
	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	Set up pedestrian control on the footpath	Public entering the work area Road traffic Rules: CDM Regulations 2015; Safety at Street Works and Road Works Code of Practice (Red Book)	Public, Children, Workers, Road users. How: Members of the public, including children, walk into the site and are hit by plant or falling objects, or fall into holes. Passing cars and trucks hit workers or plant working on or next to a road.	**Very high (15) Possible / Fatal**	1.1 Fence off the site with secure temporary fencing and lock the gates when you leave. [Isolate] 1.2 Give pedestrians a safe, marked path around the work, with ramps for prams and wheelchairs. [Isolate] 1.3 Use hoarding, covered walkways or catch fans where work is above public areas. [Control (engineering)] 1.4 Put signs at each entry: site name, contact number and "No unauthorised entry". [Control (procedures)] 1.5 Make the site safe at the end of each day: cover holes, lower plant, remove ladders and lock tools away. [Control (procedures)] 1.6 Use a spotter when moving plant or materials across public paths. [Control (procedures)] 1.7 Do the work at low-traffic times, or close the road or lane with approval. [Eliminate] 1.8 Put solid barriers between the work and traffic where speeds are high, not just cones. [Isolate] 1.9 Use a truck-mounted attenuator or buffer vehicle on high speed roads. [Control (engineering)] 1.10 Set up signs and cones to Chapter 8 (Traffic Signs Manual) by trained operatives. [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 Get a street works permit or licence from the highway authority before you start. [Control (procedures)] 1.12 Park work vehicles to shield the work zone, with beacons on. [Control (procedures)] 1.13 Wear Class 2 or 3 hi-vis clothing (EN ISO 20471). [PPE]		
2	Plan large lifts with vacuum lifters or crane	Crane and lifting failure Glass handling and breakage Rules: Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)	Workers, Public, Occupants. How: A load falls or swings, or the crane tips, crushing workers under or near the lift. Glass panes break while being moved or fitted, causing deep cuts, or heavy panels fall and crush.	**High (12) Possible / Major injury**	2.1 Barricade the lift zone and keep everyone out from under the load. [Isolate] 2.2 Use a crane rated for the load at the radius, set up on firm ground with outrigger pads. [Control (engineering)] 2.3 Check slings, chains, shackles and hooks before use. Remove anything damaged or not tagged. [Control (engineering)] 2.4 Have a lift plan made by an appointed person, following LOLER. [Control (procedures)] 2.5 Use CPCS or NPORS carded crane operators, slingers and signallers. [Control (procedures)] 2.6 Use tag lines to control loads and agree on clear radio or hand signals. [Control (procedures)] 2.7 Stop lifting in high wind or when the operator cannot see the signaller. [Control (procedures)] 2.8 Never ride on a load or hook. [Control (procedures)] 2.9 Wear a hard hat, hi-vis, gloves and safety boots. [PPE] 2.10 Use suction lifters, glass trolleys or a glazing robot for large panes. [Control (engineering)] 2.11 Store glass upright on racks and secure it. Never lay it flat or lean it loosely. [Control (engineering)] 2.12 Use two or more people for large panes, and clear the carry route first. [Control (procedures)] 2.13 Mark new glass with tape or stickers so nobody walks into it. [Control (procedures)] 2.14 Clean up broken glass straight away into a marked container. [Control (procedures)] 2.15 Wear cut-resistant gloves, arm guards, safety glasses and safety boots. [PPE]	**Medium (8) Unlikely / Major injury**	Site supervisor
3	Work from a MEWP for high panes	MEWP tip-over or crush Falling from height Rules: Work at Height Regulations 2005 and LOLER 1998; Work at Height Regulations 2005	Workers, People nearby, People below. How: The platform tips on soft or sloping ground, the worker is crushed against a beam or ceiling, or is thrown out of the basket. A worker falls from any height where a fall could cause injury, such as an edge, platform or	**Very high (20) Likely / Fatal**	3.1 Check the ground before setting up. Use outriggers and spreader pads, and keep clear of trenches, pits and slopes. [Control (engineering)] 3.2 Use a platform with tilt alarm and secondary guarding (anti-entrapment) where there is an overhead crush risk. [Control (engineering)] 3.3 Use IPAF-trained operators for MEWPs, carrying their PAL card. [Control (procedures)] 3.4 Do a pre-start check each day. Keep a trained person on the ground who can lower the platform in an emergency. [Control (procedures)] 3.5 Never exceed the safe working load, climb on the rails or use a	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
			opening.		ladder in the basket. [Control (procedures)] 3.6 In boom-type platforms, wear a harness clipped to the basket anchor point. [PPE] 3.7 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Eliminate] 3.8 Install guardrails or edge protection on all open edges before work starts. [Isolate] 3.9 Use a scaffold, mobile tower or MEWP instead of working off a ladder. [Control (engineering)] 3.10 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Control (engineering)] 3.11 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Control (procedures)] 3.12 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE]		
4	Install frames and glass, keeping everyone out from under the load	Falling tools and materials Lifting and carrying heavy loads Rules: Work at Height Regulations 2005, regulation 10 (falling objects); Manual Handling Operations Regulations 1992	Workers, Public, People below. How: Tools, materials or debris fall from above and hit someone working or walking below. Lifting, carrying, pushing or twisting with heavy or awkward loads strains the back, shoulders or knees.	**High (12) Possible / Major injury**	4.1 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Isolate] 4.2 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Control (engineering)] 4.3 Use catch fans, debris netting or covered walkways where people pass below. [Control (engineering)] 4.4 Tether hand tools when working at height. [Control (engineering)] 4.5 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Control (procedures)] 4.6 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Control (procedures)] 4.7 Wear a hard hat anywhere objects could fall. [PPE] 4.8 Plan to avoid carrying: have materials delivered, and old items picked up, as close as possible to where they are used. [Eliminate] 4.9 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Reduce / substitute] 4.10 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Control (engineering)] 4.11 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Control (procedures)] 4.12 Keep the load close, back straight and no twisting. Turn with your feet. [Control (procedures)] 4.13 Rotate tasks and take breaks on long lifting jobs. [Control (procedures)] 4.14 Wear gloves for grip and safety boots to protect your feet. [PPE]	**Medium (8) Unlikely / Major injury**	Site supervisor
5	Seal, clean up and reopen the footpath	Hazardous chemicals Poor housekeeping and waste	Workers, Occupants, Visitors. How: Glues, sealants,	**Medium (9) Possible / Lost time**	5.1 Choose the least harmful product that does the job, for example water-based instead of solvent-based. [Reduce / substitute] 5.2 Use chemicals in well-ventilated areas, or use fans and	**Medium (6) Unlikely / Lost time**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
		Rules: COSHH Regulations 2002	solvents, acids, cleaners and cement burn skin and eyes or cause breathing problems and poisoning. Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits.	**injury**	extraction in closed rooms. [Control (engineering)] 5.3 Do a COSHH assessment and read the Safety Data Sheet (SDS) before use. [Control (procedures)] 5.4 Keep chemicals in labelled containers. Never decant into drink bottles. [Control (procedures)] 5.5 Store chemicals away from heat, food and drink, and keep products that react with each other apart. [Control (procedures)] 5.6 Have eye wash and a spill kit nearby, and wash hands before eating. [Control (procedures)] 5.7 Wear chemical-resistant gloves and safety glasses or goggles as listed on the SDS. [PPE] 5.8 Use a respirator with the right cartridge if the SDS calls for one. [PPE] 5.9 Order materials to size and send packaging back where you can. [Eliminate] 5.10 Put skips and waste chutes close to the work. [Control (engineering)] 5.11 Clean as you go, and do a full clean up at the end of each day. [Control (procedures)] 5.12 Keep exits, stairs and walkways clear at all times. [Control (procedures)] 5.13 Stack materials neatly on level ground, away from edges. [Control (procedures)] 5.14 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)] 5.15 Wear gloves when handling waste. [PPE]	**injury**	

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	Set up pedestrian control on the footpath	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.
2	Plan large lifts with vacuum lifters or crane	Barricade the lift zone and keep everyone out from under the load. Use a crane rated for the load at the radius, set up on firm ground with outrigger pads. Check slings, chains, shackles and hooks before use. Remove anything damaged or not tagged.
3	Work from a MEWP for high panes	Check the ground before setting up. Use outriggers and spreader pads, and keep clear of trenches, pits and slopes. Use a platform with tilt alarm and secondary guarding (anti-entrapment) where there is an overhead crush risk. Use IPAF-trained operators for MEWPs, carrying their PAL card.

Step	What we will do	How it is done safely
4	Install frames and glass, keeping everyone out from under the load	Barricade and sign the drop zone under overhead work so nobody walks beneath. Fit toe boards, kick plates and mesh screens on scaffolds and edges. Use catch fans, debris netting or covered walkways where people pass below.
5	Seal, clean up and reopen the footpath	Choose the least harmful product that does the job, for example water-based instead of solvent-based. Use chemicals in well-ventilated areas, or use fans and extraction in closed rooms. Do a COSHH assessment and read the Safety Data Sheet (SDS) before use.

5. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Safety helmet Hi-vis vest Cut-resistant gloves Safety glasses Full body harness and lanyard Rigger gloves Chemical-resistant gloves Safety goggles Half-mask respirator (P3 filters) Coveralls	Lift plan (LOLER reg 8) Work at height permit

6. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Mobile crane	CPCS or NPORS crane operator card, plus slinger signaller card; lift plan by an Appointed Person	LOLER thorough examination at least every 12 months (lifting accessories such as slings and shackles every 6 months), plus daily pre-use checks			
Boom MEWP	IPAF PAL card (3b)	LOLER thorough examination at least every 6 months (it lifts people), plus a pre-use check each shift			
Telehandler	CPCS or NPORS telehandler card	LOLER thorough examination at least every 12 months (every 6 months if used with a work platform to lift people), plus daily pre-use checks			
Power drill		User check before each use; formal visual inspection and PAT testing at intervals set by risk (110V on site)			
Hand tools					

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