RISK ASSESSMENT AND METHOD STATEMENT (RAMS)

Business name

Document: RAMS-001 Rev 1
Prepared: _____
Review by: _____

1. BUSINESS AND JOB DETAILS

Company		**Company number**	
Business address		**Contact**	
Job		**Project / job number**	
Site address		**Client**	
Principal contractor		**Principal contractor contact**	
Start date		**Duration**	
Working hours	7:00 am to 3:30 pm	**Trade**	Roofing
Supervisor		**Prepared by**	
Approved by		**Competent person**	
Principal designer		**HSE F10 notification**	
Construction phase plan / site rules		**Given to principal contractor**	
Consulted in preparing it		**Regulator**	

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

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

5. PPE AND PERMITS

Required PPE	Permits and plans

6. PLANT AND EQUIPMENT

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

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7. CREW COMPETENCY, TICKETS AND LICENCES

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

8. MATERIALS AND SUBSTANCES (COSHH)

Product	Main hazard	Controls	COSHH assessment / SDS

9. EMERGENCY ARRANGEMENTS

Emergency number	999	**Site address for emergency services**	
Nearest A&E		**Assembly point**	
First aider		**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.
Rescue plan		**Working alone check-in**	
Utility plans / CAT scan		**Asbestos information**	
Lift plan		**Reporting incidents**	Report reportable incidents to HSE under RIDDOR 2013 (hse.gov.uk/riddor).
Other			

10. SITE ARRANGEMENTS

Welfare	Toilets, drinking water, hand washing and a break area on site	**Especially at risk**	
Security and access	Work area fenced or kept locked when unattended. Tools and materials secured. Public kept out.	**Deliveries and storage**	
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.	**Supervision**	

11. 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.

12. REVISION HISTORY

Rev	Date	By	What changed
1			First issue

13. 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

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