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	Site cut and levelling	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Excavation and earthworks

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	Get utility plans, check for overhead power lines and plan truck movements	Hitting underground services Contact with overhead power lines Road traffic Rules: HSE HSG47 Avoiding danger from underground services; HSE GS6 Avoiding danger from overhead power lines; Safety at Street Works and Road Works Code of Practice (Red Book)	Workers, Public, Plant operators, Road users. How: Digging, drilling or driving pegs hits a buried power cable, gas pipe or water main, causing electrocution, explosion or flooding. A ladder, MEWP, crane, tipper or long length of material touches or gets close to an overhead line and electrocutes people.	**Very high (15) Possible / Fatal**	1.1 Keep machine buckets well clear of marked services and use a spotter. [Isolate] 1.2 Do a CAT and Genny scan before digging and mark services on the ground. [Control (engineering)] 1.3 Hand dig trial holes to find services before machine digging (safe digging practice). [Control (engineering)] 1.4 Get utility plans before digging and check them against what you see on site. [Control (procedures)] 1.5 Keep plans or locate tickets on site and check them again if the work area grows. [Control (procedures)] 1.6 Ask the distribution network operator (DNO) to turn off, move or insulate the lines before work starts. [Eliminate] 1.7 Use non-conductive (fibreglass) ladders near any power lines. [Reduce / substitute] 1.8 Mark the safe distance with flags, tape or goal posts and keep all plant and people outside it. [Isolate] 1.9 Follow HSE GS6: barriers, goal posts under the lines and a permit for work near them. [Control (procedures)] 1.10 Use a dedicated spotter whenever plant moves or raises anything near lines. [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 Treat all lines as live. If plant touches a line, stay in the cab and keep everyone well away. [Control (procedures)] 1.12 Do the work at low-traffic times, or close the road or lane with approval. [Eliminate] 1.13 Put solid barriers between the work and traffic where speeds are high, not just cones. [Isolate] 1.14 Use a truck-mounted attenuator or buffer vehicle on high speed roads. [Control (engineering)] 1.15 Set up signs and cones to Chapter 8 (Traffic Signs Manual) by trained operatives. [Control (procedures)] 1.16 Get a street works permit or licence from the highway authority before you start. [Control (procedures)]		
2	Set up a spotter and exclusion zones for machines	Being hit by mobile plant Rules: CDM Regulations 2015 and PUWER 1998	Workers, Visitors, Public. How: Excavators, loaders, telehandlers and trucks run over or crush workers, especially when reversing or slewing.	**Very high (15) Possible / Fatal**	2.1 Separate people and plant with barriers, exclusion zones and marked walkways. [Isolate] 2.2 Use plant with working reversing alarms, cameras and lights. [Control (engineering)] 2.3 Have a traffic management plan showing plant routes, loading areas and pedestrian paths. [Control (procedures)] 2.4 Use a spotter when reversing or working near people. [Control (procedures)] 2.5 Make eye contact with the operator before going near. Stay out of the swing radius. [Control (procedures)] 2.6 Operators hold a CPCS, NPORS or equal card for the plant they use. [Control (procedures)] 2.7 Do a pre-start check on each machine every day and record it. [Control (procedures)] 2.8 Wear hi-vis clothing and a hard hat. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
3	Cut the site, battering or retaining cut faces	Trench or excavation collapse Structural collapse during alterations Rules: CDM Regulations 2015, regulation 22 (excavations); CDM Regulations 2015, regulation 19 (stability of structures)	Workers, Occupants. How: 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 collapse could hurt someone. Removing a wall, beam, post or bracing makes part of the building fall on workers.	**Very high (15) Possible / Fatal**	3.1 Use methods that keep people out of the trench, such as directional boring or working from the surface. [Eliminate] 3.2 Barricade or cover the excavation so people and plant cannot fall in. [Isolate] 3.3 Support or batter back the sides of any excavation where collapse could happen. Use trench boxes or sheet piling for deeper trenches. [Control (engineering)] 3.4 Keep spoil, materials and plant at least 1 metre back from the edge. [Control (engineering)] 3.5 Provide a safe way in and out, such as a ladder near where people work. [Control (engineering)] 3.6 Inspect the excavation at the start of each shift and after rain or anything that could weaken it. Record it. [Control (procedures)] 3.7 Never work alone in a trench. Watch for water, cracks and bulging walls, and get out if you see them. [Control (procedures)] 3.8 Wear a hard hat, hi-vis and safety boots. [PPE] 3.9 Get an engineer to check before removing any wall, beam, post or bracing that may be load-bearing. [Eliminate]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					3.10 Keep everyone clear of the area under and next to the work. [Isolate] 3.11 Install temporary props, needles or shoring as designed before removing any support. [Control (engineering)] 3.12 Follow the engineer's sequence. Do not change it without approval. [Control (procedures)] 3.13 Check props daily. Do not remove them until the permanent support is in and approved. [Control (procedures)] 3.14 Wear a hard hat and safety boots. [PPE]		
4	Watch neighbouring fences and footings near the cut	Structural collapse during alterations Public entering the work area Rules: CDM Regulations 2015, regulation 19 (stability of structures); CDM Regulations 2015	Workers, Occupants, Public, Children. How: Removing a wall, beam, post or bracing makes part of the building fall on workers. Members of the public, including children, walk into the site and are hit by plant or falling objects, or fall into holes.	**High (12) Possible / Major injury**	4.1 Structural collapse during alterations: see step 3 for the full controls [Control (procedures)] 4.2 Fence off the site with secure temporary fencing and lock the gates when you leave. [Isolate] 4.3 Give pedestrians a safe, marked path around the work, with ramps for prams and wheelchairs. [Isolate] 4.4 Use hoarding, covered walkways or catch fans where work is above public areas. [Control (engineering)] 4.5 Put signs at each entry: site name, contact number and "No unauthorised entry". [Control (procedures)] 4.6 Make the site safe at the end of each day: cover holes, lower plant, remove ladders and lock tools away. [Control (procedures)] 4.7 Use a spotter when moving plant or materials across public paths. [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor
5	Control dust with water	General dust Silica dust from concrete, brick, stone and tiles Rules: COSHH Regulations 2002	Workers, Occupants, People nearby. How: Dust from plasterboard, filler, cement and clean up irritates eyes and lungs and makes it hard to see. 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 Use low-dust products, such as dust-reduced or pre-mixed compounds. [Reduce / substitute] 5.2 Seal off the work area with plastic sheeting in occupied buildings. [Isolate] 5.3 Use tools with dust extraction and a vacuum for clean up. [Control (engineering)] 5.4 Lightly mist the area with water to keep dust down, away from anything electrical. [Control (engineering)] 5.5 Never dry sweep or blow dust off with compressed air. [Control (procedures)] 5.6 Wear a dust mask and safety glasses. [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)]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					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]		
6	Load trucks and clean the street	Road traffic Poor housekeeping and waste Rules: Safety at Street Works and Road Works Code of Practice (Red Book)	Workers, Road users, Public, Visitors. How: Passing cars and trucks hit workers or plant working on or next to a road. Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits.	**Very high (15) Possible / Fatal**	6.1 Park work vehicles to shield the work zone, with beacons on. [Control (procedures)] 6.2 Wear Class 2 or 3 hi-vis clothing (EN ISO 20471). [PPE] 6.3 Road traffic: see step 1 for the full controls [Control (procedures)] 6.4 Order materials to size and send packaging back where you can. [Eliminate] 6.5 Put skips and waste chutes close to the work. [Control (engineering)] 6.6 Clean as you go, and do a full clean up at the end of each day. [Control (procedures)] 6.7 Keep exits, stairs and walkways clear at all times. [Control (procedures)] 6.8 Stack materials neatly on level ground, away from edges. [Control (procedures)] 6.9 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)] 6.10 Wear gloves when handling waste. [PPE]	**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	Get utility plans, check for overhead power lines and plan truck movements	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).
2	Set up a spotter and exclusion zones for machines	Separate people and plant with barriers, exclusion zones and marked walkways. Use plant with working reversing alarms, cameras and lights. Have a traffic management plan showing plant routes, loading areas and pedestrian paths.
3	Cut the site, battering or retaining cut faces	Use methods that keep people out of the trench, such as directional boring or working from the surface. Barricade or cover the excavation so people and plant cannot fall in. Support or batter back the sides of any excavation where collapse could happen. Use trench boxes or sheet piling for deeper trenches.
4	Watch neighbouring fences and footings near the cut	Structural collapse during alterations: see step 3 for the full controls 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.
5	Control dust with water	Use low-dust products, such as dust-reduced or pre-mixed compounds. Seal off the work area with plastic sheeting in occupied

Step	What we will do	How it is done safely
		buildings. Use tools with dust extraction and a vacuum for clean up.
6	Load trucks and clean the street	Park work vehicles to shield the work zone, with beacons on. Wear Class 2 or 3 hi-vis clothing (EN ISO 20471). Road traffic: see step 1 for the full controls

5. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Hi-vis vest Safety helmet Ear defenders FFP3 dust mask Safety glasses Half-mask respirator (P3 filters) Rigger gloves	Permit to dig

6. PLANT AND EQUIPMENT

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			
Skid steer loader	CPCS or NPORS skid steer card				
Site dumper	CPCS or NPORS forward tipping dumper card				
Wacker plate					

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