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	Replace roof tiles	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Roofing

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
1	Check the weather, look for overhead power lines and barricade the area below the work	Strong wind and storms Contact with overhead power lines Public entering the work area Falling tools and materials Rules: HSE GS6 Avoiding danger from overhead power lines; CDM Regulations 2015; Work at Height Regulations 2005, regulation 10 (falling objects)	Workers, Public, Plant operators, Children, People below. How: Wind blows sheets, panels and people off roofs and scaffolds, and storms and lightning make work at height and lifting unsafe. A ladder, MEWP, crane, tipper or long length of material touches or gets close to an overhead line and electrocutes people.	**High (12) Possible / Major injury**	1.1 Check the forecast each morning and plan work at height and lifting around the weather. [Eliminate] 1.2 Tie down or weigh down loose sheets, panels, boards and rubbish at the end of each shift. [Control (engineering)] 1.3 Set wind limits for roof work, platforms and cranes, using the manufacturer's limits, and stop when they are reached. [Control (procedures)] 1.4 Stop work and get down in lightning. Wait 30 minutes after the last thunder before going back up. [Control (procedures)] 1.5 Ask the distribution network operator (DNO) to turn off, move or insulate the lines before work starts. [Eliminate] 1.6 Use non-conductive (fibreglass) ladders near any power lines. [Reduce / substitute] 1.7 Mark the safe distance with flags, tape or goal posts and keep all plant and people outside it. [Isolate] 1.8 Follow HSE GS6: barriers, goal posts under the lines and a permit for work near them. [Control (procedures)] 1.9 Use a dedicated spotter whenever plant moves or raises anything near lines. [Control (procedures)] 1.10 Fence off the site with secure temporary fencing and lock the	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					gates when you leave. [Isolate] 1.11 Give pedestrians a safe, marked path around the work, with ramps for prams and wheelchairs. [Isolate] 1.12 Use hoarding, covered walkways or catch fans where work is above public areas. [Control (engineering)] 1.13 Put signs at each entry: site name, contact number and "No unauthorised entry". [Control (procedures)] 1.14 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Isolate] 1.15 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Control (engineering)] 1.16 Falling tools and materials: see step 5 for the full controls [Control (procedures)]		
2	Set up scaffold or roof edge protection and a secured ladder for roof access	Falling from a roof edge Falling from a ladder Scaffold collapse or fall from scaffold Rules: Work at Height Regulations 2005	Workers, People below, Public. How: A worker slips or walks off the edge of a roof or gutter line and falls to the ground. The ladder slips or tips, or the worker overreaches, and they fall onto a hard surface.	**Very high (20) Likely / Fatal**	2.1 Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. [Eliminate] 2.2 Install edge protection or guardrails on all open roof edges before work starts. [Isolate] 2.3 Use a perimeter scaffold with handrails and toe boards along the eaves where practical. [Control (engineering)] 2.4 Where guardrails cannot be fitted, use fall restraint on certified roof anchors so workers cannot reach the edge. [Control (engineering)] 2.5 Use one safe, controlled access point and keep others off the roof. [Control (procedures)] 2.6 Use a podium step, mobile tower or MEWP for longer jobs instead of a straight ladder. [Reduce / substitute] 2.7 Use EN 131 professional ladders in good condition. Remove any damaged ladder from site. [Control (engineering)] 2.8 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)] 2.9 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)] 2.10 Keep three points of contact and your belt buckle between the stiles. Do not overreach. [Control (procedures)] 2.11 Scaffold is built, altered and taken down only by CISRS-carded scaffolders, to TG20 or a specific design. [Control (engineering)] 2.12 Fit guardrails, mid rails and toe boards on every working platform. [Control (engineering)] 2.13 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Control (engineering)] 2.14 Mobile towers are built by PASMA-trained workers. [Control (procedures)] 2.15 Inspect the scaffold before first use, after any change or bad	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					weather, and at least every 7 days. Record it on the tag and register. [Control (procedures)] 2.16 Do not overload platforms. Know the duty rating and keep material stacks over the standards. [Control (procedures)]		
3	Check for brittle or cracked tiles, skylights and roof sheets from the access point, and plan a walking route	Falling through a fragile roof or skylight Rules: Work at Height Regulations 2005, regulation 9 (fragile surfaces)	Workers, People below. How: A worker steps on a skylight, clear sheet or old fibre cement roof and falls through to the floor below.	**Very high (15) Possible / Fatal**	3.1 Work from underneath or from a MEWP so nobody stands on the fragile roof. [Eliminate] 3.2 Cover or guard every skylight and fragile sheet with a fixed, marked cover or mesh before work starts. [Isolate] 3.3 Use safety nets or a boarded platform under the work, and staging or crawl boards to spread the load on fragile surfaces. [Control (engineering)] 3.4 Use fall arrest on rated anchors when working near fragile areas. [Control (engineering)] 3.5 Treat all roof sheets as fragile until a competent person confirms they are not. Old fibre cement and plastic sheets are fragile. [Control (procedures)] 3.6 Put "Fragile roof" signs at every roof access point. [Control (procedures)] 3.7 Never walk on sheets between purlins or along skylights. Stay on boards or staging. [Control (procedures)] 3.8 Wear a full body harness clipped to a rated anchor. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor
4	Walk on the tile laps only, clipped to an anchor where there is no edge protection	Falling from height Falling through a fragile roof or skylight Slips and trips Rules: Work at Height Regulations 2005; Work at Height Regulations 2005, regulation 9 (fragile surfaces)	Workers, People below, Visitors, Public. How: A worker falls from any height where a fall could cause injury, such as an edge, platform or opening. A worker steps on a skylight, clear sheet or old fibre cement roof and falls through to the floor below.	**Very high (20) Likely / Fatal**	4.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Eliminate] 4.2 Install guardrails or edge protection on all open edges before work starts. [Isolate] 4.3 Use a scaffold, mobile tower or MEWP instead of working off a ladder. [Control (engineering)] 4.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Control (engineering)] 4.5 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Control (procedures)] 4.6 Falling through a fragile roof or skylight: see step 3 for the full controls [Control (procedures)] 4.7 Plan walkways and keep them clear of materials, hoses and leads. [Eliminate] 4.8 Run leads and hoses overhead on hooks or stands, or along walls, not across walkways. [Control (engineering)] 4.9 Fill or cover holes, and lay boards or mats on muddy access paths. [Control (engineering)] 4.10 Clean up offcuts, packaging and spills as you go, not at the end of the day. [Control (procedures)] 4.11 Keep work areas, stairs and access paths well lit. [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor
5	Lift out broken tiles	Lifting and carrying	Workers, Public, People	**High (12)**	5.1 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
	and stack them or lower them down; never throw them off the roof	heavy loads Falling tools and materials Cuts from sharp edges Rules: Manual Handling Operations Regulations 1992; Work at Height Regulations 2005, regulation 10 (falling objects)	below. How: Lifting, carrying, pushing or twisting with heavy or awkward loads strains the back, shoulders or knees. Tools, materials or debris fall from above and hit someone working or walking below.	**Likely / Lost time injury**	picked up, as close as possible to where they are used. [Eliminate] 5.2 Use lighter or smaller loads: order smaller bags and shorter lengths, and drain or break down old items before moving them. [Reduce / substitute] 5.3 Use trolleys, pallet jacks, hoists, vacuum lifters or plant instead of carrying by hand. [Control (engineering)] 5.4 Use a two-person lift for anything heavy, long or awkward. Plan the route first and clear it. [Control (procedures)] 5.5 Keep the load close, back straight and no twisting. Turn with your feet. [Control (procedures)] 5.6 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Isolate] 5.7 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Control (engineering)] 5.8 Use catch fans, debris netting or covered walkways where people pass below. [Control (engineering)] 5.9 Tether hand tools when working at height. [Control (engineering)] 5.10 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Control (procedures)] 5.11 Deburr or cover sharp edges, and fit edge protectors on exposed sheet metal. [Control (engineering)] 5.12 Use knives with retractable or self-retracting blades. [Control (engineering)] 5.13 Cut away from your body and keep your other hand clear. [Control (procedures)] 5.14 Put used blades in a blade bin or sharps container. [Control (procedures)] 5.15 Use two people to handle large sheets of metal or glass. [Control (procedures)]	**Unlikely / Major injury**	supervisor
6	Cut tiles with a grinder fitted with water or dust extraction, wearing a dust mask and glasses	Angle grinder injuries Silica dust from concrete, brick, stone and tiles Loud noise Eye injuries Rules: COSHH Regulations 2002; Control of Noise at Work Regulations 2005	Workers, People nearby. How: The disc shatters, binds or kicks back, causing deep cuts to legs and hands or eye injuries. 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**	6.1 Use a guarded saw or a different tool where you can. [Reduce / substitute] 6.2 Keep the guard on and use the side handle. Never remove the guard. [Control (engineering)] 6.3 Use the right disc for the job, rated for the grinder's speed. Check it for cracks first. [Control (procedures)] 6.4 Only trained people change discs, with the grinder unplugged or the battery out. [Control (procedures)] 6.5 Order materials cut to size, or use low-dust methods such as score and snap or a block splitter. [Reduce / substitute] 6.6 Cut outdoors or in a separate area, with other people well away and upwind. [Isolate] 6.7 Use water on the blade or on-tool dust extraction connected to an H-class vacuum. [Control (engineering)] 6.8 Clean up with a vacuum or wet methods. Never dry sweep or use compressed air. [Control (procedures)] 6.9 Do a COSHH assessment and keep exposure below the	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					workplace exposure limit (0.1 mg/m3 respirable crystalline silica, 8 hours). [Control (procedures)] 6.10 Workers regularly exposed to silica dust get health surveillance (COSHH reg 11, HSE G404). [Control (procedures)] 6.11 Wear a fit-tested FFP3 mask. [PPE] 6.12 Use quieter tools and methods, such as cut-to-size materials, low-noise machines and battery tools. [Reduce / substitute] 6.13 Keep noisy plant away from work areas, and use screens or distance between the noise and people. [Isolate] 6.14 Keep tools maintained and use mufflers on compressors and generators. [Control (engineering)] 6.15 Limit time on noisy tools and rotate workers. [Control (procedures)] 6.16 Assess noise. At 85 dB(A) or more, hearing protection is required and the zone must be marked. [Control (procedures)] 6.17 Use tool guards and screens to stop flying particles. [Control (engineering)] 6.18 Use dust extraction and water to keep dust out of the air. [Control (engineering)] 6.19 Keep others out of the area when cutting, grinding or chipping. [Control (procedures)] 6.20 Keep an eye wash station or eye wash bottles on site. [Control (procedures)]		
7	Fit new tiles, then re-bed and re-point ridge capping, taking breaks in heat and sun	Lifting and carrying heavy loads Wet concrete and cement burns Heat stress Sun exposure (UV) Rules: Manual Handling Operations Regulations 1992	Workers. How: Lifting, carrying, pushing or twisting with heavy or awkward loads strains the back, shoulders or knees. Wet concrete, mortar and cement burn skin and eyes. Burns can be deep and are often not felt until later.	**High (12) Likely / Lost time injury**	7.1 Rotate tasks and take breaks on long lifting jobs. [Control (procedures)] 7.2 Wear gloves for grip and safety boots to protect your feet. [PPE] 7.3 Lifting and carrying heavy loads: see step 5 for the full controls [Control (procedures)] 7.4 Use long-handled tools and pumps to cut down contact. [Control (engineering)] 7.5 Wash concrete off skin straight away with clean water. [Control (procedures)] 7.6 Have clean water and eye wash where concrete or mortar is mixed and used. [Control (procedures)] 7.7 Do a COSHH assessment for cement, lime and mortar, and check hands regularly for early signs of dermatitis. [Control (procedures)] 7.8 Wear waterproof gloves, long sleeves and waterproof boots with trousers worn over the top. [PPE] 7.9 Schedule heavy work for the cooler part of the day. [Eliminate] 7.10 Provide shade over work and rest areas, and fans or cooling in roof spaces. [Control (engineering)] 7.11 Supply cool drinking water close by and drink a cup every 15 to 20 minutes. [Control (procedures)] 7.12 Take regular rest breaks in the shade, more often as it gets hotter. [Control (procedures)]	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					7.13 Plan outdoor work for early morning or late afternoon when UV is lower. [Eliminate] 7.14 Put shade covers over fixed work areas. [Control (engineering)] 7.15 Check the UV index each day. Use sun protection when it is 3 or higher. [Control (procedures)] 7.16 Check your skin regularly and see a doctor about any new or changing spots. [Control (procedures)]		
8	Check the roof for tiles cracked during the work, then clear offcuts and loose tiles from the roof and gutters	Falling through a fragile roof or skylight Poor housekeeping and waste Falling tools and materials Rules: Work at Height Regulations 2005, regulation 9 (fragile surfaces); Work at Height Regulations 2005, regulation 10 (falling objects)	Workers, People below, Visitors, Public. How: A worker steps on a skylight, clear sheet or old fibre cement roof and falls through to the floor below. Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits.	**Very high (15) Possible / Fatal**	8.1 Falling through a fragile roof or skylight: see step 3 for the full controls [Control (procedures)] 8.2 Order materials to size and send packaging back where you can. [Eliminate] 8.3 Put skips and waste chutes close to the work. [Control (engineering)] 8.4 Clean as you go, and do a full clean up at the end of each day. [Control (procedures)] 8.5 Keep exits, stairs and walkways clear at all times. [Control (procedures)] 8.6 Stack materials neatly on level ground, away from edges. [Control (procedures)] 8.7 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)] 8.8 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Control (procedures)] 8.9 Wear a hard hat anywhere objects could fall. [PPE] 8.10 Falling tools and materials: see step 5 for the full controls [Control (procedures)]	**Medium (8) Unlikely / Major injury**	Site supervisor
9	Take down access equipment last and leave the area below clean for the client	Falling from a ladder Poor housekeeping and waste Rules: Work at Height Regulations 2005	Workers, Visitors. How: The ladder slips or tips, or the worker overreaches, and they fall onto a hard surface. Rubbish, offcuts and materials left lying around cause trips, cuts and fires, and block exits.	**High (12) Possible / Major injury**	9.1 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)] 9.2 Check the ladder before each use: feet, rungs, stiles and locks. [Control (procedures)] 9.3 Wear non-slip safety boots with clean soles. [PPE] 9.4 Falling from a ladder: see step 2 for the full controls [Control (procedures)] 9.5 Wear gloves when handling waste. [PPE] 9.6 Poor housekeeping and waste: see step 8 for the full controls [Control (procedures)]	**Medium (8) 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	Check the weather, look for overhead power lines and barricade the area below the work	Check the forecast each morning and plan work at height and lifting around the weather. Tie down or weigh down loose sheets, panels, boards and rubbish at the end of each shift. Set wind limits for roof work, platforms and cranes, using the manufacturer's limits, and stop when they are reached.
2	Set up scaffold or roof edge protection and a secured ladder for roof access	Do what you can from the ground or from a scaffold at the gutter line, for example pre-assemble parts on the ground. Install edge protection or guardrails on all open roof edges before work starts. Use a perimeter scaffold with handrails and toe boards along the eaves where practical.
3	Check for brittle or cracked tiles, skylights and roof sheets from the access point, and plan a walking route	Work from underneath or from a MEWP so nobody stands on the fragile roof. Cover or guard every skylight and fragile sheet with a fixed, marked cover or mesh before work starts. Use safety nets or a boarded platform under the work, and staging or crawl boards to spread the load on fragile surfaces.
4	Walk on the tile laps only, clipped to an anchor where there is no edge protection	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.
5	Lift out broken tiles and stack them or lower them down; never throw them off the roof	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.
6	Cut tiles with a grinder fitted with water or dust extraction, wearing a dust mask and glasses	Use a guarded saw or a different tool where you can. Keep the guard on and use the side handle. Never remove the guard. Use the right disc for the job, rated for the grinder's speed. Check it for cracks first.
7	Fit new tiles, then re-bed and re-point ridge capping, taking breaks in heat and sun	Rotate tasks and take breaks on long lifting jobs. Wear gloves for grip and safety boots to protect your feet. Lifting and carrying heavy loads: see step 5 for the full controls
8	Check the roof for tiles cracked during the work, then clear offcuts and loose tiles from the roof and gutters	Falling through a fragile roof or skylight: see step 3 for the full controls Order materials to size and send packaging back where you can. Put skips and waste chutes close to the work.
9	Take down access equipment last and leave the area below clean for the client	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. Check the ladder before each use: feet, rungs, stiles and locks. Wear non-slip safety boots with clean soles.

5. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Full body harness and lanyard Rigger gloves Safety glasses Sun protection (sunscreen and neck cover) FFP3 dust mask Safety helmet Hi-vis vest Cut-resistant gloves	Roof access permit Work at height permit

Required PPE	Permits and plans
Face shield Ear defenders Half-mask respirator (P3 filters) Safety goggles Chemical-resistant gloves Knee pads	

6. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Extension ladder		Pre-use check every day it is used, plus regular detailed visual inspections recorded (HSE INDG455)			
Tube and fitting or system scaffold	CISRS scaffolder card to erect, alter or dismantle	Inspected by a competent person after assembly, after anything that could affect stability (such as high winds or alteration) and at least every 7 days where a fall of 2 m or more is possible; report within 24 hours (Work at Height Regulations 2005 reg 12, Schedule 7)			
Hand tools					
Angle grinder (disc cutter)		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

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