



Risk assessment and method statement

Roofing RAMS

Re-roofing, flat roofing, sheeting and leadwork. Pre-filled with typical hazards, controls and sequence: edit it for this site.

PROJECT

SITE ADDRESS			
ACTIVITY		RAMS REFERENCE	
Re-roofing, flat roofing, sheeting and leadwork			
CONTRACTOR CARRYING OUT THE WORK		PRINCIPAL CONTRACTOR	
PREPARED BY	APPROVED BY	REVISION	DATE

Revision record

Reissue and rebrief when the sequence, the programme, the team or the conditions change. If you would have written it differently had you known, it needs a new revision.

REV	DATE	WHAT CHANGED	BY

THE WORK

The activity, the place and the people

Pre-filled for this kind of work. Make every line specific to this site: this sequence, this access, these people, this weather.

Scope of the activity

What is being done, and what is not included.

MHSWR REGULATION 3(1)

Strip and renew the [pitched / flat / sheeted] roof covering to [elevations or areas], with underlay, battens, [tiles / slates / membrane / sheets] and leadwork. Fascias, soffits and rainwater goods as specified. Waste removed by chute and skip. Not included: [list any exclusions].

Location and access

Where on site, how people and materials get there, and the restrictions.

Access by [scaffold stair / ladder tower] at [location]. Edge protection by [eaves scaffold / guard-rails] to [edges]. Materials by [hoist / crane] at [position]. Skip and chute at [position]. Footpath on [elevation] kept open under a covered walkway or closed by agreement. Hours [08:00 to 17:00].

Programme and interfaces

When the work runs, and who else is working nearby.

CDM REGULATION 15(2)

START DATE

DURATION

WORKING HOURS

INTERFACES WITH OTHER TRADES

Scaffolding contractor for access and handover. Other trades below the roof: [trades], kept outside the exclusion zone. Building occupants: [occupied / empty], with [arrangements]. Electrician or gas engineer for any services through the roof.

Documents this RAMS relies on

Roof survey and fragility assessment [ref]. Asbestos survey [ref]. Scaffold handover certificate and edge protection details. Specification and drawings. Hot work permit, lift plan for any crane lift, rescue plan and construction phase plan.

The team, and their competence

CDM REGULATION 8

ROLE	NAME	CARD, TICKET OR TRAINING NEEDED	CONTACT
Roofers		CSCS card for their roofing occupation, with trainees supervised by a qualified roofer.	
Supervisor		Experienced roofer with site supervision training, on the roof or at the job throughout.	
MEWP operators		IPAF PAL card for the category of machine.	
Hoist and telehandler		CPCS or NPORS card for the machine, or trained and authorised for a materials hoist.	
Hot work		Trained in torch-on and boiler work, and in burns first aid.	
Harness users		Trained to fit, inspect and use the harness, and in the rescue plan.	

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METHOD STATEMENT

The sequence of work

The order the team will work in on the day, with the controls built into each stage. If the sequence changes on site, revise the RAMS and brief it again.

STAGE	WHAT IS DONE, AND HOW	CONTROLS AT THIS STAGE	BY
Survey and plan	Survey the roof from below, a MEWP or the scaffold: covering, pitch, fragile areas, rooflights, asbestos, services, power lines and the area below. Choose access, edge protection and the waste route.	Nobody walks a suspect roof to survey it; asbestos survey checked; RAMS approved by the principal contractor.	Contracts manager
Arrival and briefing	Sign in, attend the induction, then brief the team on this RAMS, the fragile areas, the exclusion zone and the rescue plan. Check harnesses, roof ladders and torches.	Briefing signed against this revision; cards checked; pre-use checks recorded.	Supervisor
Set up below the roof	Set up the exclusion zone, covered walkway or footpath closure, skip and chute positions, and the hoist area.	Physical barriers, not tape; no lifting over the public; banksman for deliveries.	Supervisor
Access and edge protection	Take handover of the scaffold or fit edge protection to every edge people will reach. Fix access ladders or stair towers.	Scaffold handover certificate and tag in place; access ladders tied and extending 1 metre above the landing.	Supervisor
Protect fragile areas	Cover or barrier rooflights and fragile sheets, lay staging, and rig nets or anchor points where the work needs them.	Signs warning of the fragile roof at each approach; staging with guard-rails; nets or harnesses below open areas.	Roofers
Strip the old covering	Strip only the area that can be covered or protected the same day. Send waste down the chute or in bags by hoist.	Nothing thrown; openings covered; work stopped for wind or rain that puts people at risk.	Roofers
Load out materials	Lift tiles, slates, rolls or sheets to the roof by hoist or crane and spread them in small stacks over the structure.	Hoist examined under LOLER; lift plan for any crane lift; stacks within the scaffold and roof loading.	Hoist operator
Lay the new covering	Fix underlay, battens and the covering, or lay the membrane or sheets, working from roof ladders, staging or the scaffold.	Roof ladders spanning three rafters; covering not walked on; sheets fixed before the next one goes down.	Roofers
Hot work and leadwork	Carry out torch-on, boiler and lead work under the hot work permit, then keep the fire watch for the period the permit sets.	Permit issued and closed; extinguisher at the work face; lead dust and fume controlled; hands washed before breaks.	Supervisor
Inspect and hand back	Check the roof, gutters and the area below, clear waste and offcuts, remove the edge protection and barriers, and hand the area back.	Final fire check where hot work was done; area checked with the site manager before the team leaves.	Supervisor

CDM REGULATION 15(2): PLAN, MANAGE AND MONITOR THE WORK

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RISK ASSESSMENT

Hazards, controls and the risk that remains

Each significant hazard rated before and after its controls, as likelihood times severity. The ratings are typical: check them for this site.

	LIKELIHOOD		SEVERITY		
	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
	1	2	3	4	5

1 to 4 low
 5 to 12 medium
 15 to 25 high

HAZARD	WHO COULD BE HARMED, AND HOW	RISK BEFORE	CONTROLS	RISK AFTER	BY
Falls from the roof edge	Roofers at eaves, verges, gable ends and flat roof edges, and anyone else on the roof.	4 x 5 = 20 High	- Eaves scaffold or edge protection on every edge people can reach: main guard-rail at least 950mm high, no unprotected gap over 470mm. - Edge protection chosen for the roof pitch, so it can stop a person sliding down the slope. - For limited work on part of a large flat roof, a continuous physical barrier at least 2 metres from the edge and any fragile area.	1 x 5 = 5 Med	Supervisor
Falls through fragile roofs and rooflights	Anyone on a sheeted roof or near old rooflights, asbestos cement or corroded sheets.	4 x 5 = 20 High	- Roof treated as fragile until a competent person confirms it is not; fragile areas marked on the survey and the drawing. - Work from below or from a MEWP basket where possible; otherwise staging with guard-rails to spread the load. - Rooflights covered or barriered; safety nets below or harnesses where staging does not cover all the work. - Nobody walks the purlin line or the sheet laps.	1 x 5 = 5 Med	Supervisor
Falls through openings and stripped areas	Roofers stripping coverings, fixing battens or working between trusses.	3 x 5 = 15 High	- Strip only the area that can be re-covered or protected the same day. - Openings covered with fixed, marked covers or guarded; netting or boarding below where roofers work between trusses. - Battens walked only where the rafter centres and batten size meet HSG33, and only under supervision.	1 x 5 = 5 Med	
Slipping on a pitched roof	Roofers on tiles, slates and sheets, worse in wet, icy or mossy conditions.	4 x 4 = 16 High	- Roof ladders or crawling boards that span at least three rafters, anchored over the ridge, not on the ridge tiles. - No walking on the laid covering; roof ladder moved as the work moves. - Roof checked for frost, moss and wet before anyone goes on it.	2 x 4 = 8 Med	
Getting on and off the roof	Anyone climbing to the roof, carrying tools and materials.	3 x 4 = 12 Med	- Access by scaffold stair or ladder tower where the job allows. - Access ladders tied at both stiles, at the 1 in 4 angle, extending at least 1 metre above the landing. - Hands free when climbing; tools and materials go up by hoist or bag.	1 x 4 = 4 Low	
Falling materials and tools	The public, residents, other trades and the team below the roof.	4 x 4 = 16 High	- Nothing thrown or tipped from the roof: waste goes down an enclosed chute into a covered skip, or in bags or skips lowered by hoist. - Toe boards and brick guards where slates or tiles are stacked above toe board height. - Exclusion zone below the work, with a covered walkway or closed footpath where the public pass.	1 x 4 = 4 Low	Supervisor
Loading materials onto the roof	The team loading out, and the roof or scaffold carrying the load.	3 x 4 = 12 Med	- Hoist or crane used for heavy and long items, with a LOLER thorough examination in date and no lifting over the public. - Materials loaded straight from the lorry to the roof where possible, to the loading the scaffold design allows. - Stacks spread over the rafters or purlins, secured against wind, and never on fragile areas.	2 x 4 = 8 Med	
Torch-on work and roof fires	Roofers, building occupants and neighbours, from a torch igniting the deck, insulation or a cavity.	3 x 5 = 15 High	- Torch-free products specified wherever the survey shows a fire risk, following NFRC Safe2Torch. - Hot work permit for each area, with combustibles in and below the deck checked and removed first. - Extinguisher at the work face and a fire watch after the torch goes out, for the period the permit sets.	1 x 5 = 5 Med	Supervisor

MHSWR REGULATION 3(6): WITH FIVE OR MORE EMPLOYEES, RECORD THE SIGNIFICANT FINDINGS

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RISK ASSESSMENT, CONTINUED

More hazards, and those specific to this site

HAZARD	WHO COULD BE HARMED, AND HOW	RISK BEFORE	CONTROLS	RISK AFTER	BY
LPG cylinders and gas torches	Roofers using torches and boilers, and anyone near the cylinders.	3 x 5 = 15 High	- Cylinders upright and secured, with hoses, regulators and connections checked and leak tested before use, never with a flame. - Spare cylinders stored in a ventilated, secure area away from the work and from combustibles. - Gas turned off at the cylinder whenever the torch or boiler is left.	1 x 5 = 5 Med	
Hot bitumen burns and fume	Roofers using bitumen boilers or hot-melt systems on flat roofs.	3 x 4 = 12 Med	- Boiler on a firm, level, non-combustible base, in a spill tray on the roof, and never inside a building. - Boiler run only by a trained operative, never left unattended with the gas on, and barriered from the public. - Work upwind of the boiler; gloves, eye protection and covered skin; burns first aid briefed.	1 x 4 = 4 Low	
Lead in leadwork and old roofs	Roofers cutting, dressing, welding or stripping lead sheet and old lead.	3 x 3 = 9 Med	- Lead risk assessed before work, with hot work on lead kept to a minimum and lead dust and fume controlled. - No eating, drinking or smoking in the work area; hands and face washed before breaks. - Medical surveillance by an appointed doctor where exposure is significant.	1 x 3 = 3 Low	
Asbestos cement sheets and other asbestos	Roofers working on or near older sheeted roofs, soffits, gutters and flues.	3 x 5 = 15 High	- Asbestos survey checked before work; no work that disturbs suspect material until it is confirmed. - Asbestos cement sheets removed intact by hand where possible, under the asbestos risk assessment. - Asbestos awareness training for the whole team; licensed contractor for insulation board or sprayed coatings.	1 x 5 = 5 Med	
Wind, rain, ice and lightning	Roofers handling sheets, rolls and membranes at height.	3 x 4 = 12 Med	- Forecast checked each morning, with wind measured at the roof by anemometer before sheeting or membrane work. - Work stopped when the weather puts people at risk; nothing laid on wet or icy roofs that need a dry surface. - Loose sheets, offcuts and fixings secured at the end of each day.	2 x 4 = 8 Med	
Manual handling of tiles, rolls and sheets	Roofers and labourers carrying materials up and across the roof.	4 x 3 = 12 Med	- Long and heavy sheets and composite panels lifted by crane or hoist, never by hand. - Materials spread along the roof by hoist in small loads; two-person lifts for awkward items. - Rolls and bundles kept to weights the team can handle on a slope.	2 x 3 = 6 Med	
Dust from cutting tiles and slates	Roofers cutting concrete tiles, slates and fibre cement, and anyone working nearby.	4 x 4 = 16 High	- Tiles and slates cut by hand cutter or slate cropper where possible, which makes far less dust than a disc cutter. - Where a powered saw is needed, water suppression or on-tool extraction, with cutting done away from others. - FFP3 RPE, face-fit tested, worn on top of the dust controls, not in place of them.	2 x 4 = 8 Med	
Overhead power lines	Roofers moving ladders, long sheets or lengths of gutter near lines.	2 x 5 = 10 Med	- Lines identified at the survey and the network operator contacted to divert or switch off where the work comes close. - No metal ladders or long sheets handled within reach of a live line; non-conductive ladders where needed.	1 x 5 = 5 Med	
Rescue after a fall	A roofer suspended in a harness or injured on the roof.	2 x 5 = 10 Med	- Written rescue plan before work starts, with equipment on site and the team shown how to use it. - Nobody works alone on the roof; rescue starts at once, without waiting for the emergency services.	1 x 5 = 5 Med	

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EQUIPMENT

Plant, equipment and PPE

Plant and equipment

Each item, the checks and certificates it needs, and who may operate it.

PUWER 1998, LOLER 1998

ITEM	CHECKS AND CERTIFICATES	OPERATOR COMPETENCE
Roof ladders and crawling boards	To BS 8634, checked before use, anchored over the ridge.	Roofers
Edge protection	Rated for the roof pitch; inspected before use and after bad weather.	Erector or scaffolder
Materials hoist	LOLER thorough examination in date; daily pre-use check.	Trained operator
MEWP	Pre-use check; thorough examination at least every 6 months.	IPAF PAL card
Gas torch, boiler and cylinders	Hoses, regulator and connections checked and leak tested.	Trained roofer
Harnesses and lanyards	Pre-use check each day and detailed inspection in date.	Each user

Personal protective equipment

PPE is the last line of defence, after the controls above. Specify the type, not just the item.

PPE AT WORK REGULATIONS 1992

ITEM	NEEDED	TYPE AND SPECIFICATION
Safety helmet	☒	With chin strap where people work below
Safety footwear	☒	Safety boots with flexible grip sole
High-visibility clothing	☒	At ground level and loading out
Gloves	☒	Handling gloves; heat-resistant for hot work
Eye protection	☒	Cutting, torch-on and hot bitumen
Hearing protection	☐	
Respiratory protection Type, and face-fit tested	☒	FFP3 for cutting tiles and slates
Harness or restraint Anchor points identified	☒	Where collective protection does not cover

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CONTROLS

Substances, permits, emergencies and the environment

Hazardous substances

Each substance and its COSHH assessment.

COSHH 2002, REGULATION 6

SUBSTANCE	COSHH ASSESSMENT REFERENCE	CONTROLS
Hot bitumen and bitumen fume	[ref]	Boiler upwind and barriered; gloves, eye protection, covered skin.
Lead sheet and old lead	[ref]	No eating or smoking in the work area; wash before breaks; lead risk assessment.
Dust from cutting tiles and slates	[ref]	Hand cutting or on-tool water or extraction; FFP3 RPE.
LPG for torches and boilers	[ref]	Cylinders upright, secured, leak tested; spares stored away from the work.

Permits and plans

PERMIT OR PLAN	NEEDED	REFERENCE
Hot work permit	☒	
Permit to work	☒	
Permit to dig or break ground	☐	
Confined space entry	☐	
Lift plan	☒	
Temporary works design	☐	

Emergency and rescue

First aid, fire, and how someone is rescued.
The rescue plan belongs in the RAMS, not after it.

Rescue plan for a roofer suspended in a harness or injured on the roof, with the equipment on site. Fire plan for hot work, with extinguishers at the work face and the escape route from the roof agreed. First aider and burns kit on site, and the nearest accident and emergency department named on the briefing.

Environment and neighbours

Dust, noise, vibration, waste, spills and hours of work.

Waste down an enclosed chute into a covered skip. Old lead and metals kept separate for recycling. Asbestos waste handled under the asbestos plan. No bitumen or solvent into drains. Noise kept to site hours, and the roof left secure and watertight each night.

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ROOF ACCESS CHECK

Roof access and edge protection check

Fill in before work starts on the roof each day, and again after bad weather or any change. Work does not start until every line is acceptable.

CHECK	WHAT ACCEPTABLE LOOKS LIKE	RESULT	ACTION TAKEN AND BY WHOM
Access to the roof	Scaffold stair, or ladder tied at both stiles and 1 metre above the landing		
Edge protection	On every edge people can reach; 950mm main rail, no gap over 470mm, toe board		
Scaffold	Handover certificate and tag in place; inspected within the last 7 days		
Fragile areas	Rooflights and fragile sheets covered or barriered; warning notices posted		
Roof ladders and staging	Spanning at least three rafters or supports; anchored, not on the ridge tiles		
Openings and stripped areas	Covered, guarded or netted below		
Area below	Exclusion zone and covered walkway in place; chute closed when skip is away		
Weather	Wind checked at roof level; roof not wet, icy or frosted		
Hot work	Permit issued; extinguisher at the work face; combustibles removed		
Rescue	Rescue kit on site; team briefed; nobody working alone		

WORK AT HEIGHT REGULATIONS 2005, REGULATIONS 4, 6, 9 AND 10 AND SCHEDULE 2; HSE HSG33.

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Briefed before the work starts

BRIEFED BY	REVISION BRIEFED	DATE AND TIME

[illegible]

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