



Risk assessment and method statement

Scaffolding RAMS

Erect, alter and dismantle scaffold. Pre-filled with typical hazards, controls and sequence: edit it for this site.

PROJECT

SITE ADDRESS			
ACTIVITY Erect, alter and dismantle scaffold		RAMS REFERENCE	
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)

Erection, adaptation and dismantling of access scaffold to the elevations shown on the drawing, including loading bays, ladder access, brick guards and debris netting where specified. Built to [TG20:21 compliance sheet ref / design ref]. Not included: [list any exclusions].

Location and access

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

Site access via [gate]. Materials delivered to [area] and stacked within the exclusion zone. Public footpath on [elevation] kept open with a protected walkway or diverted under the highway licence. Working 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

Other trades working below and beside the scaffold during erection: [trades]. Their access is restricted to areas outside the exclusion zone until handover. Any alteration requested by another trade goes through the scaffolding supervisor.

Documents this RAMS relies on

Scaffold drawing or TG20:21 compliance sheet [ref]; design and calculations where required [ref]; site survey; construction phase plan; highway licence [ref]; lift plan for any crane lift; rescue plan.

The team, and their competence

CDM REGULATION 8

ROLE	NAME	CARD, TICKET OR TRAINING NEEDED	CONTACT
Scaffolders		CISRS Scaffolders or Advanced Scaffolders card for the work, with trainees supervised.	
Supervisor		CISRS card plus supervisory training, on site throughout.	
Inspector		CISRS scaffold inspection training for the type of scaffold.	
Designer		A competent scaffold designer for anything outside TG20:21 compliance.	
Mobile towers		PASMA training for anyone erecting an aluminium tower.	

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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
Before the day	Survey the site and confirm the design or TG20:21 compliance sheet, ground conditions, tie points, services and any highway licence. Book the delivery and plan where materials will be stacked.	Design and drawings on site; overhead lines and fragile surfaces identified; RAMS approved by the principal contractor.	Contracts manager
Arrival and briefing	Sign in, attend the site induction, then brief the team on this RAMS, the exclusion zone and the rescue plan. Check harnesses, lanyards and tools.	Briefing signed against this revision; CISRS cards checked; pre-use checks of harnesses recorded.	Supervisor
Set up the work area	Barrier the exclusion zone below the work, set up signs and lighting, and agree vehicle routes for the delivery.	Public route kept open or diverted; banksman for vehicle movements.	Supervisor
Base and first lift	Set out sole boards and base plates on firm ground, erect standards, ledgers and transoms, and board the first lift.	Ground checked for voids and soft spots; base level and square before going higher.	Scaffolders
Each lift above	Install the advance guard-rail or single guard-rail from the level below, then step up, board out and fit the full guard-rails and toe boards. Fix ties as the scaffold rises.	SG4:22 collective protection first, harness and lanyard where it is not yet in place; ties to the design.	Scaffolders
Loading bays and access	Build loading bays with gates, ladder access or stair towers, and brick guards or netting where the design calls for them.	Load class marked; ladder access tied and extending above the landing.	Scaffolders
Inspect and hand over	The competent person inspects the completed scaffold, issues the handover certificate and fits a tag at each access point.	Inspection report under WAHR regulation 12 before first use; incomplete areas tagged red and blocked.	Competent person
Alterations and adaptations	Only the scaffolding contractor alters the scaffold, to a revised design where needed, then re-inspects before it goes back into use.	Scaffold tagged as incomplete during the alteration; new inspection report afterwards.	Supervisor
Dismantling	Strip from the top down in the reverse order, removing ties only as each lift is taken down, and lower materials by hand, hoist or bag.	Guard-rails kept on the lift below; nothing thrown; exclusion zone kept.	Scaffolders
Clear the site	Load materials for removal, clear fittings and debris, remove barriers and return the area to the site manager.	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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	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

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.

HAZARD	WHO COULD BE HARMED, AND HOW	RISK BEFORE	CONTROLS	RISK AFTER	BY
Falls while erecting or dismantling	Scaffolders working on lifts that are not yet fully boarded or guarded.	4 x 5 = 20 High	- Erect to NASC SG4:22, with an advance guard-rail system or a single guard-rail installed from the level below before each lift is stepped onto. - Full harness with a twin-tail lanyard clipped to a suitable anchor wherever collective protection is not yet in place. - Every scaffolder holds a CISRS card for the grade of work, with a supervisor on site throughout.	1 x 5 = 5 Med	Supervisor
Falls from the finished scaffold	Anyone using the scaffold, through gaps in guard-rails, boards or at the ends.	3 x 5 = 15 High	- Main guard-rail at least 950mm high, an intermediate rail leaving no gap over 470mm, and toe boards, as WAHR Schedule 2 requires. - Fully boarded platforms with no trap ends, and gaps at the building face kept within the design. - Handover certificate issued and the scaffold tagged before anyone other than scaffolders goes on it.	1 x 5 = 5 Med	
Collapse of the scaffold	Users of the scaffold and people below, from overloading, poor foundations or missing ties.	3 x 5 = 15 High	- Built to a TG20:21 compliance sheet or to a design by a competent scaffold designer, kept on site. - Sole boards and base plates on firm, level ground; ground checked for voids, drains and soft spots before the base is set out. - Ties installed as the scaffold rises, at the pattern in the design, with tie tests carried out to NASC guidance. - Load class shown on the tag, and no stacking of materials beyond it.	1 x 5 = 5 Med	Supervisor
Falling materials and tools	The public, other trades and scaffolders below.	4 x 4 = 16 High	- Exclusion zone below the work, barriered and signed, with a banksman when the zone crosses a route. - Tools on lanyards at height; fittings passed hand to hand or lifted in bags, never thrown. - Brick guards, debris netting or fans where the scaffold faces a public route or an occupied area.	2 x 4 = 8 Med	
Lifting materials with a gin wheel or hoist	Scaffolders hauling and anyone below the lift.	3 x 4 = 12 Med	- Gin wheel or hoist fixed to the design, and thoroughly examined under LOLER, with the report in date. - Ropes and bags inspected before use and taken out of service if damaged. - No one under the load; the lift zone is barriered.	1 x 4 = 4 Low	
Overhead power lines and live services	Scaffolders handling long tubes near overhead lines or building services.	2 x 5 = 10 Med	- Lines identified before work, and the network operator contacted to divert or switch them off where the scaffold is within the distance in HSE GS6. - Where lines stay live, barriers and goal posts set the safe distance, and tube is handled horizontally under supervision.	1 x 5 = 5 Med	
Manual handling of tubes, boards and fittings	Scaffolders and labourers loading, carrying and passing materials.	4 x 2 = 8 Med	- Deliveries placed as close to the work as possible, with materials moved by vehicle crane or hoist where practicable. - Long tubes carried by two people on uneven ground; boards passed, not thrown. - Team briefed on lifting technique, and gloves with good grip worn.	2 x 2 = 4 Low	
Weather: wind, rain, ice and lightning	Scaffolders exposed at height, especially when sheeting.	3 x 4 = 12 Med	- Forecast checked at the start of each day, with work stopped when wind makes handling unsafe. - Sheeted or netted scaffolds built to a design that accounts for the extra wind load. - Boards and platforms checked for ice and debris before use; the scaffold inspected after severe weather.	2 x 4 = 8 Med	

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
Unauthorised use and alteration	Other trades who remove ties, boards or rails to suit their work.	4 x 4 = 16 High	• Incomplete scaffold marked with a red tag or "Scaffold incomplete" sign and access points blocked off. • Site rule briefed at induction: only the scaffolding contractor alters the scaffold. • Weekly and after-event inspections pick up changes; anything found is reported and put right before use.	2 x 4 = 8 Med	
The public and passing traffic	Pedestrians, drivers and neighbours beside a scaffold on or near the highway.	3 x 4 = 12 Med	• Highway licence from the highway authority under section 169 of the Highways Act 1980 before any scaffold goes on the highway. • Lighting at night, padded or marked standards at pedestrian level, and a safe walkway kept open or diverted. • Deliveries timed outside busy periods, with a banksman for vehicle movements.	1 x 4 = 4 Low	
Fragile surfaces and openings	Scaffolders working from or over roofs, rooflights and floor openings.	3 x 5 = 15 High	• Fragile surfaces identified in the survey and covered or protected before work near them. • Openings guarded or covered with fixed, marked covers.	1 x 5 = 5 Med	
Hand tools and impact wrenches	Scaffolders using podgers, spanners and power tools.	3 x 2 = 6 Med	• Tools in good condition and on lanyards at height. • Battery impact wrenches where possible, with trigger time planned so vibration exposure stays as low as reasonably practicable.	2 x 2 = 4 Low	
Slips and trips on platforms	Scaffolders and users on boarded lifts and loading bays.	3 x 3 = 9 Med	• Platforms kept clear of offcuts, fittings and stacked materials. • Boards checked for splits and laid flush; loading bay gates kept closed when not in use.	2 x 3 = 6 Med	
Loading and unloading scaffold wagons	Drivers and scaffolders on the wagon bed, and people near the vehicle while it is loaded or unloaded.	3 x 4 = 12 Med	• Wagon unloaded from the ground or by its loader crane where practicable, so nobody needs to work on the bed. • Where work on the bed cannot be avoided, edge protection or a restraint system fitted to the wagon, and loads checked as stable before straps are released. • Loading area away from the public, barriered, with a banksman for reversing.	1 x 4 = 4 Low	
Rescue after a fall arrest	A scaffolder left suspended in a harness.	2 x 5 = 10 Med	• Written rescue plan before work starts, with the equipment on site and the team briefed on it. • Never working alone at height; rescue started 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
Tube, fittings and boards	Inspected on delivery; damaged items quarantined.	Scaffolders
System scaffold components	Erected to the manufacturer's instructions.	Trained in the system
Gin wheel or materials hoist	LOLER thorough examination in date; rope inspected daily.	Trained operator
Harnesses and lanyards	Pre-use check each day and detailed inspection at least every six months.	Each scaffolder
Impact wrench and hand tools	Checked before use; tool lanyards at height.	Scaffolders

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	☒	EN 397 helmet with chin strap
Safety footwear	☒	Safety boots, ankle support, grip sole
High-visibility clothing	☒	To site standard
Gloves	☒	Grip gloves for tube and fittings
Eye protection	☐	
Hearing protection	☐	
Respiratory protection Type, and face-fit tested	☐	
Harness or restraint Anchor points identified	☒	Full harness, twin-tail lanyard, to SG4:22

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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

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 scaffolder suspended after a fall, with the equipment on site and practised. First aider and first aid kit on site, the nearest accident and emergency department named on the briefing, and the site emergency procedure followed for any other incident.

Environment and neighbours

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

Noise from erection kept to site hours. Debris netting and brick guards on public elevations. Waste fittings, tube offcuts and packaging removed from site. No materials stored on the highway outside the licence area.

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Briefed before the work starts

BRIEFED BY	REVISION BRIEFED	DATE AND TIME

[illegible]

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