



Risk Assessment Method Statement

RAMS TEMPLATE

INTRODUCTION

This RAMS template is broken into 4 Phases and 8 sections and should be developed in line with the associated guidance summarised below. This approach ensures every RAMS document is consistent across projects, compliant with safety standards and practical for workers and managers on site

1ST PHASE

Develop: (Drafting the RAMS)

Create the Risk Assessment and Method Statement by identifying hazards, risks, and safe working methods specific to the task or project. Ensure the draft reflects current legislation and site conditions.

- Section 1: Company Details
- Section 2: Project Details
- Section 3: Method of Work: Step by Step Guide
- Section 4: Method of work: List of Hazards (identified risks)
- Section 5: Method of work: List of Tools Required
- Section 6: Personal Protective Equipment
- Section 7: Training Requirements

- Section 8: Emergency Procedures
 - Rescue Plan
 - Emergency Procedures
- Section 9: Welfare Requirements

Review: Checking for Accuracy & Compliance

Examine the draft carefully to confirm accuracy, relevance, and compliance with regulations. Seek feedback from supervisors, operatives, or subject experts to ensure nothing has been overlooked.

2ND PHASE

3RD PHASE

Approve: Authorisation & Version Control

Have the RAMS signed off by a competent manager or safety officer. Apply version control, record the approval date, and ensure the document is formally recognised as the active version.

- Section 10: Sign Off
 - Project Supervisor Construction Stage - PSCS (where appointed)
 - Risk Assessment Method Statement Workers Briefing
- Section 11: RAMS Checklist – Pre-Start / Daily Checks: daily confirmation that the RAMS remains valid

- Section 12: Appendices Supporting Documentations
 - 12.1 GRP Flat Roofing – Hazards & Controls
 - 12.2 Flat Roof Installation – Training Compliance Notes
 - 12.3 Training Template
 - 12.4 Emergency Procedures & Welfare Requirements

Communicate & Implement (Briefing & Use on Site)

Distribute the approved RAMS to all workers and contractors involved. Provide training or toolbox talks to explain the procedures and confirm understanding through acknowledgements or sign-offs.

4TH PHASE



GRP Roofing RAMS Template

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1. Company Details

Company Name	
Company Address	
Person(s) Responsible	
Phone	
Email	

2. Project Details

Project Name	
Site Address	
Date(s) of Work	
PSCS Appointed	
Lead Contractor	
Supervisor/ Competent Person	
Operatives	

Brief Description of Works

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3. Method of Work: Step by Step Guide

Create a Safe System of Work: outline, step by step, how the task will be carried out safely from preparation through to completion. Include supporting drawings or sketches if needed

- **Induction & Set-up:**

e.g Confirm access, edge protection, exclusion zones. Brief operatives on this RAMS and toolbox topics (work at height, manual handling, chemical safety).

- **Verify build-up:**

e.g Check drawings/specification and classification reports for EN 13501-5 BROOF(t4). Confirm deck type, AVCL, insulation and GRP system match tested scope.

- **Deck preparation:**

e.g Clean, dry and repair substrate. Verify moisture content and fixings. Install AVCL (Air and Vapour Control Layer) and insulation as specified (adhesive/fixings per manufacturer).

- **Mix & apply GRP:**

e.g Use dedicated mixing area with spill kits and SDS. Apply resin and glass reinforcement to achieve required laminate thickness and continuity.

- **Detailing:**

e.g Form corners, upstands, penetrations, rooflights and terminations using system trims and pre-formed details. Maintain falls and drainage.

- **Topcoat & cure:**

e.g Apply fire-retardant topcoat uniformly; respect cure times and weather windows. Prevent traffic until cured.

- **QA & testing:**

e.g Visual inspection for pinholes/voids; check laps, terminations, and thickness. Record photographs and batch numbers.

- **Interfaces:**

e.g Confirm compatibility with rooflights, PV supports, terrace finishes. Do not install balcony build-ups without separate approval under Regulation 7 (where applicable).

- **Clean-down & waste:**

e.g Segregate chemical waste (resins, MEKP, contaminated rags) and dispose via licensed routes.

- **Handover:**

e.g Complete snag list, update as-built drawings, issue O&M, certificates and classification evidence.



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RAMS
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Revision
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3. Method of Work: Step by Step Guide

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4. Method of Work: List of Hazards

List all potential hazards relevant to this project and specify any site-specific risk assessments required (e.g. working at height, COSHH for resins, manual handling, etc.)



Explosives



Flammable



Oxidising



Gas Stored Under Pressure



Corrosive



Acute Toxicity



Health Hazards



Serious Health Hazard



Hazardous to the Environment

HAZARD	DESCRIPTION	Tick if Applicable
Chemical Hazards	Flammable resins, catalysts, and topcoats (fire/explosion risk).	☐
	Solvent and styrene vapours (respiratory irritation, dizziness, headaches).	☐
	Skin and eye irritation from uncured resins, glass fibre dust, and solvents	☐
	COSHH requirements for storage, mixing, and handling of chemicals.	☐
Physical Hazards	Working at height (risk of falls from roof edges, openings, or ladders).	☐
	Slips, trips, and falls on wet or uneven roof surfaces.	☐
	Manual handling (risk of strains and sprains).	☐
	Cuts and abrasions from sharp trims, tools, or glass fibre.	☐
	Noise from power tools and cutting equipment.	☐
Fire Hazards	Highly flammable resins and catalysts (especially MEKP hardener).	☐
	Static sparks or ignition sources on site.	☐
	Incorrect storage of chemicals close to heat or direct sunlight.	☐
	Cuts and abrasions from sharp trims, tools, or glass fibre.	☐
	Noise from power tools and cutting equipment.	☐
Environmental Hazards	Spillage of resin, catalyst, or solvents contaminating drains or soil.	☐
	Waste disposal issues (uncured resin waste, empty tins).	☐
	Weather conditions (wind lifting boards, rain affecting resin cure, ice making surfaces slippery).	☐



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HAZARD	DESCRIPTION	Tick if Applicable
Health Hazards	Dermatitis or allergic reactions from prolonged contact with resins or fibreglass.	☐
	Respiratory problems from inhaling vapours or dust.	☐
	Heat stress when working in direct sunlight on GRP curing days.	☐
	Fatigue and reduced concentration leading to accidents.	☐
Other Hazards	Overhead power lines or services.	☐
	Site traffic and plant movement.	☐
	Confined spaces (e.g. working near upstands, light wells, or restricted areas).	☐
	Noise and dust affecting other trades on shared sites.	☐

5. Method of Work: List of Tools Required

List all plant, tools and essential equipment relevant to this project and specify serial number for any Statutory equipment

EQUIPMENT	DESCRIPTION	SERIAL	Tick if Applicable
Plant/Site Equipment	Mobile scaffold towers or podium steps.		☐
	Access ladders or roof ladders		☐
	Fall arrest systems (safety harnesses, lifelines, anchor points)		☐
	Temporary edge protection / guard rails		☐
	Waste skips or disposal containers		☐
Preparation Tools & Equipment	Measuring tapes, chalk lines, and markers		☐
	Spirit level / laser level		☐
	Hand tools (hammers, screwdrivers, pliers)		☐
	Circular saw or jigsaw for decking cuts		☐
	Screw guns / drills with bits		☐



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5. Method of Work: List of Tools Required

List all plant, tools and essential equipment relevant to this project and specify serial number for any Statutory equipment

EQUIPMENT	DESCRIPTION	SERIAL	Tick if Applicable
Preparation Tools & Equipment	Nail guns (if applicable)		☐
GRP Roofing Application Tools	Paddle rollers (for consolidating resin and matting)		☐
	Laminating rollers		☐
	Brush sets (for resin and topcoat application)		☐
	Mixing buckets / resin tubs		☐
	Mixing sticks or mechanical stirrers		☐
	Resin catalyst dispensers (for accurate dosing)		☐
	Calibrated Scales		☐
	Scissors or shears (for cutting fibreglass matting)		☐
	Resin spreaders / squeegees		☐
Essential Equipment & Consumables	GRP roofing resin & topcoat		☐
	Catalyst (MEKP)		☐
	Chopped strand mat (CSM)		☐
	Acetone (for cleaning tools)		☐
Other			

Date		RAMS Number		Revision Number	
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6. Personal Protective Equipment (PPE)

PLEASE NOTE: Rings, Watches, Jewellery that may become entangled must not be worn. Long and loose hair must be tied back

	Tick if Applicable	DESCRIPTION	SPECIFICATION	QUANTITY
	☐	FOOT PROTECTION		
	☐	HEARING PROTECTION		
	☐	HIGH VISIBILITY		
	☐	HEAD PROTECTION		
	☐	EYE PROTECTION		
	☐	FACE PROTECTION		
	☐	HAND PROTECTION		
	☐	PROTECTIVE CLOTHING		
	☐	RESPIRATORY PROTECTIVE EQUIPMENT		
	☐	SAFETY HARNESS		

Other	Description
	



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7. Training Requirements

Training requirements should address method of work in Section 3

TRAINING	Tick if Applicable	TRAINING	Tick if Applicable
Safe Pass / CSCS Card	☐	Manual Handling Training	☐
SSSTS / SMSTS Site Supervisor / Site Manager Safety Training Scheme	☐	Harness Training	☐
MEWP Mobile Elevating Work Platform	☐	GRP Product-Specific Training	☐
IPAF Training PAL (Powered Access Licence) card	☐	Chemical Awareness (Product-Specific)	☐
Working at Height Training	☐	Hot Works Permit Training	☐
COSHH Awareness	☐	Equipment Use Training	☐
Fire Marshal / Fire Warden Training	☐	Environmental/Waste Handling Awareness	☐
Fire Safety Awareness/Fire Extinguisher Training	☐	Spill Response Training	☐
Emergency First Aid at Work (EFAW)	☐	Confined Space Awareness	☐
Other			

Please tick to confirm that training records have been checked and are in order

This training information must be available locally (e.g. with the PSCS / in your training register or contained in Section 2 Appendices). This list must be updated and checked on the day before the work starts.

For each worker, the following information must be recorded and available locally

- Full name
- Card / certificate number (e.g. Safe Pass, CSCS, IPAF PAL card, etc.)
- Expiry date of card or certificate
- Copy of certificate (hard copy or scanned copy)

A Training Register Template available in Appendices



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8. Emergency Procedures

8.1: Rescue Plan

e.g. Work at Height, Confined Spaces If required please include in appendix

8.2: Emergency Procedures (999 / 112)

Is this information already with the PSCS and / or covered in the site induction or populated on the site notice board?

If Yes, continue to next section. If No, complete section below

Yes

No

Name of First Responder		Mobile Number:	
First Aid Box Stocked and Available:		Location of First Aid Box	
Address of Nearest Doctor		Doctor Phone Number:	
Nearest Hospital		Phone Number:	
Location of Nearest Assembly Point			
Person Responsilbe for reporting of Accidents & Dangerous Occurances			
Name		Telephone	
Utility Providers Contact Numbers	Electricity:	Gas:	Water:
Other:			

9. Welfare Requirements

Welfare Requirements	Tick if Applicable
Toilet	☐
Canteen	☐
Wash Facilities	☐
Drying Room	☐
Other	



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10. Risk Assessment Method Statement Sign Off

10.1 Project Supervisor Construction Stage - PSCS (where appointed)

I have read and understood this RAMS, or had it explained to me. I am satisfied that it is safe (so far as is reasonably practicable) to allow the work to commence based on the information provided and that it reflects local on-site conditions including the ongoing coordination / cooperation with other contractors.

Date	
Print Name	
Role	
Company	
Phone	
Email	
Signed	

Date	RAMS Number	Revision Number
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10.2 Risk Assessment Method Statement Workers Briefing

I have read and understood this RAMS, or had it explained to me, and I will fully comply with all safety measures. If the work activity changes significantly, I will notify the Person Responsible for Managing and Supervising Work (Insert Name) and ask for an amended RAMS. I have also been afforded the opportunity to add any feedback / comments below.

No 1	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 2	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 3	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 4	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 5	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 6	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 7	Name		Company		Briefing Given by (Signature)
	Signature		Date		
No 8	Name		Company		Briefing Given by (Signature)
	Signature		Date		



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11. RAMS Checklist – Pre-Start / Daily Checks

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Date		RAMS Number		Revision Number	
Supervisor				Project	

1. Documentation & Training

Tick if
Applicable

RAMS reviewed and signed by all workers	☐
SDS for each chemical available on site	☐
COSHH assessments reviewed and current	☐
Training register checked (name, card number, expiry, certificates on file)	☐
Toolbox talk delivered for today's tasks and hazards	☐

2. Worker Competence & Certification

Tick if
Applicable

All workers hold valid Safe Pass (Ireland) / CSCS (UK) cards	☐
Manual Handling, Working at Height, and COSHH training in date	☐
PPE training confirmed	☐
Face Fit testing valid (if respirators required)	☐
IPAF / MEWP certification checked (if powered access used)	☐
Workers briefed on safe use, PPE, and emergency procedures	☐

3. Personal Protective Equipment (PPE)

Tick if
Applicable

PPE available, undamaged, and suitable (gloves, goggles, respirators, boots, overalls)	☐
Safety footwear, gloves, goggles/face shields, protective clothing in use	☐
Respiratory protection available where ventilation is insufficient	☐
No contaminated PPE in use	☐
Hearing protection available where cutting/grinding tools are used	☐



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RAMS Checklist – Pre-Start / Daily Checks

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Date		RAMS Number		Revision Number	
Supervisor				Project	

4. Work Area & Access

Tick if Applicable

Access routes clear and safe	☐
Roof structure / decking is dry, sound, and prepared	☐
Working at height controls in place (guardrails, harnesses, towers)	☐
Weather conditions suitable for roofing works	☐
Work area free of food, drink, and ignition sources	☐
Ventilation adequate to prevent vapour build-up (e.g. to disperse styrene fumes)	☐

5. Chemicals (Storage & Use)

Tick if Applicable

Containers labelled in accordance with CLP regulation , sealed, and in good condition	☐
List of all chemicals to be used has been prepared	☐
SDS for each chemical is available on site and accessible to all workers	☐
Catalyst (MEKP) stored separately from resins	☐
Secondary containment in place (spill trays/bunds)	☐
Only daily chemical quantities brought to roof/work area	☐
Correct mixing ratios and safe mixing methods used	☐
Chemical Register reviewed and confirmed the day before work begins	☐
Expired or surplus chemicals removed from site	☐
Safety footwear, gloves, goggles/face shields, protective clothing in use	☐
Respiratory protection available where ventilation is insufficient	☐



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RAMS Checklist – Pre-Start / Daily Checks

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Date		RAMS Number		Revision Number	
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6. Plant, Tools & Equipment

Tick if Applicable

Tools inspected and safe to use	☐
Electrical tools tested and in safe condition (PAT tested if required)	☐
Ladders, scaffold, or towers checked and in good condition	☐
MEWPs inspected and operated by trained staff only	☐
Fall protection / edge protection installed and secure	☐
Fire extinguishers (foam/CO) in place and in date	☐
Eye wash and first aid kit accessible and stocked	☐

7. Waste Management

Tick if Applicable

Waste containers labelled and separate for resin, catalyst, and contaminated PPE	☐
Waste containers not overfilled, lids secured	☐
Waste stored in designated secure area	☐
Disposal arrangements confirmed with site supervisor	☐

8. Emergency Procedures

Tick if Applicable

Emergency numbers displayed (fire, ambulance, police, site management, first aider)	☐
Workers briefed on spill, fire, and exposure response	☐
Escape routes clear and marked	☐
Confirmed with PSCS that emergency information is in induction file and notice board	☐
First aid kit on site and accessible	☐



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RAMS Checklist – Pre-Start / Daily Checks

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9. Welfare Facilities

Tick if Applicable

Toilets, wash basins, and drinking water available

☐

Clean area for eating and breaks provided

☐

Changing/storage facilities for clothing and PPE available

☐

Welfare facilities inspected and clean

☐

10. Health Monitoring & Worker Readiness

Tick if Applicable

Supervisor / foreman appointed and identified to all workers

☐

Workers fit for duty (no alcohol, drugs, fatigue issues).

☐

Daily briefing / toolbox talk carried out

☐

Any worker health concerns reported to supervisor.

☐

Breaks scheduled to prevent fatigue, especially in hot weather when working with resins

☐

Language/translation needs assessed and addressed (if applicable)

☐

11. End of Day / Close-Out Checks

Tick if Applicable

Work area cleared of waste and debris.

☐

All chemicals sealed and returned to storage.

☐

Plant and equipment locked away or secured.

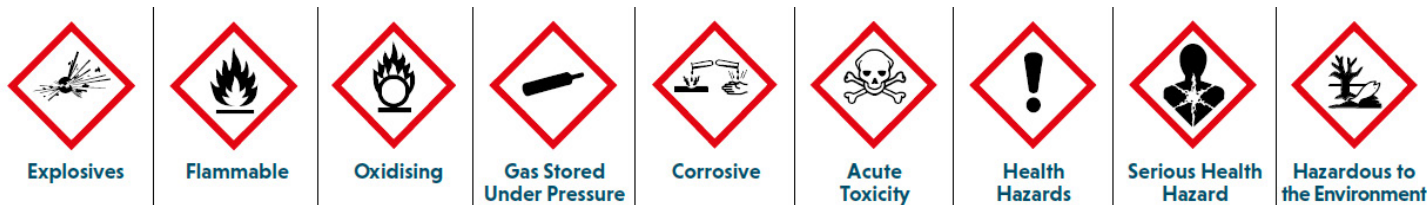
☐

Site left tidy and safe for next shift.

☐

12. APPENDICES

12.1 GRP Flat Roofing – Hazards & Controls



Hazard	Risk	Control Measures
Resins, catalysts, topcoats (chemical hazard)	Fire, explosion, toxic fumes, skin/eye irritation	Store in ventilated, bunded area away from ignition sources. Use only correct quantities. Provide spill kits. Use PPE (nitrile gloves, goggles, coveralls). Follow COSHH assessments.
Styrene vapours / solvents	Respiratory irritation, dizziness, headaches	Ensure good ventilation. Use FFP3 respirators if required. Limit exposure times. Avoid enclosed spaces.
Glass fibre dust / uncured resin contact	Skin irritation, dermatitis, eye injury	Wear gloves, coveralls, goggles. Provide handwashing facilities. Avoid dry sanding. Dispose of contaminated rags correctly.
Working at height	Falls from roof edges, openings, ladders	Install edge protection/guardrails. Use fall arrest harnesses where needed. Ensure safe access ladders/scaffolds. Toolbox talks before access.
Slips, trips, falls	Injury from slipping on wet resin or debris	Keep roof area tidy. Clean spills immediately. Use non-slip footwear. Maintain clear walkways.
Manual handling of boards, mats, resin drums	Back strain, sprains, dropped loads	Use team lifts for heavy/awkward items. Provide mechanical aids (hoists). Train operatives in manual handling. Limit container size to manageable weight.
Cuts and abrasions (tools, trims, glass fibre)	Lacerations, puncture wounds	Provide cut-resistant gloves. Use sharp tools correctly. Store tools safely. Maintain first aid kit on site.
Noise (power tools, cutting)	Hearing loss, distraction	Limit use of noisy equipment. Use hearing protection if levels exceed limits. Schedule noisy works when fewer trades are present.
Fire from flammable materials	Fire outbreak, burns, site damage	No smoking or naked flames. Fire extinguishers (CO /foam) on site. Store chemicals in cool shaded areas. Toolbox talk on fire safety.
Environmental spills	Pollution of drains, soil contamination	Use drip trays, spill kits, and bunded storage. Collect all liquid waste in sealed containers. Dispose via licensed contractor.
Adverse weather (rain, wind, heat, ice)	Unsafe working surface, failed curing, slips	Monitor forecasts. Stop work in rain/ice. Secure materials in wind. Schedule resin work in safe temperature range. Provide shade/water in hot weather.
Health hazards (dermatitis, allergies, heat stress)	Skin problems, fatigue, illness	Provide PPE. Rotate tasks to reduce exposure. Provide welfare facilities. Enforce rest breaks and hydration.
Overhead services (power lines)	Electrocution	Survey site before work. Exclude work areas near live lines. Liaise with utility provider if required.
Site traffic / plant movement	Collisions, crushing	Use barriers and signage. Designate pedestrian routes. Appoint traffic marshal if required.
Other trades nearby	Noise, dust, fume exposure	Coordinate works with site manager. Inform other trades of GRP activities. Provide ventilation and barriers as needed.

Appendices

12.2 GRP Flat Roof Installation – Training Compliance Notes

- A training register must be maintained for all workers involved in GRP flat roof installation.
- For each worker, the following information must be recorded and available locally (e.g. with the PSCS, in the training register)
 - Full name
 - Card / certificate number (e.g. Safe Pass, CSCS, IPAF PAL card, etc.)
 - Expiry date of card or certificate
 - Copy of certificate (hard copy or scanned copy)
- The training register must cover all mandatory items in the Training Requirements Checklist (Safe Pass/CSCS, Manual Handling, Working at Height, COSHH, PPE, Fire Safety, etc.).
- This register must be updated and checked on the day before the work starts to ensure:
- All required training is valid and in date
 - Copies of training evidence are available on site for inspection
 - Any expired or missing training is rectified before work proceeds



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Appendices

12.3 Training Register template

Worker	Training Type	Card/Certificate Number	Expiry Date	Copy Attached
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐
				☐

Appendices

12.4 Emergency Procedures & Welfare Requirements

Fire / Explosion (Resins, Topcoat, Acetone, MEKP Catalyst)

- Stop work immediately and raise the alarm.
- Evacuate the work area by the nearest safe route.
- Only trained personnel may use fire extinguishers (foam or CO₂ only).
- Do not use water on chemical or solvent fires.
- Inform emergency services and site management immediately.

Chemical Spill / Release

- Stop work and alert others in the area.
- Use spill kits to contain and absorb resin, acetone, or catalyst.
- Wear appropriate PPE when handling spills (gloves, goggles, respirator if needed).
- Place waste in labelled chemical waste containers for safe disposal.
- Report spill to site supervisor and record in incident log.

Chemical Contact with Skin or Eyes

- Skin: Remove contaminated clothing and wash skin thoroughly with soap and water.
- Eyes: Rinse immediately with clean water/eye wash for at least 15 minutes.
- Seek medical attention for all significant exposures.

Inhalation of Vapours

- Move the person to fresh air immediately.
- Loosen tight clothing and keep the person at rest.
- Seek medical attention if breathing is difficult.

Accidents / Injuries

- First aid kits must be accessible in the roofing work area.
- Any incident must be reported to the site supervisor and recorded in the accident log.
- Emergency contact numbers must be displayed on site.

Welfare Requirements

- Adequate welfare facilities must be available on site, in compliance with regulations. This includes:
 - Toilets and washbasins with hot and cold running water.
 - Separate clean area for eating and breaks (no eating/drinking in chemical use areas).
 - Drinking water available to all workers.
 - Changing and storage facilities for personal clothing and PPE.
- Eye wash stations and first aid kits must be checked daily.
- Workers must have access to suitable shelter in poor weather conditions.
- Adequate ventilation must be provided when working with resins, topcoats, and acetone.
- Waste disposal points must be clearly marked and maintained.
- PSCS / site management must ensure all welfare facilities are clean, stocked, and accessible before work begins.