

COLD AND WARM ROOF INSULATION

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

Insulation within flat and pitched roof build-ups · the roofer interface

KD-RAMS-IN-004 Rev A0

Statutory basis: HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5; Work at Height Regulations 2005; Manual Handling Operations Regulations 1992; COSHH 2002 with the workplace exposure limits in EH40/2005 (4th edition, 2020) for mineral fibre and construction dust; CDM 2015 regs 13 and 15. Where insulation forms part of the external wall of a relevant building, the restriction on combustible materials is Building Regulations 2010 reg 7(2) and the specification is not a matter for site. Existing thermal lagging, boards and sprayed coatings in buildings of any age before 2000 are treated as asbestos-containing until the register or a survey says otherwise (CAR 2012).

1 DOCUMENT AND PROJECT IDENTIFICATION

RAMS REFERENCE	PROJECT / SITE REF	SITE NAME AND ADDRESS	DATE PREPARED	NEXT REVIEW DATE
CLIENT / PRINCIPAL CONTRACTOR	PLANNED START	DURATION	OPERATIVES	SUPERVISING THE WORK

2 SCOPE OF WORKS

Installation of insulation within flat and pitched roof build-ups: warm deck boards, vapour control layers, tapered schemes and cold roof insulation between rafters, up to the roofer taking over the waterproofing.

This document does not cover: the waterproofing membrane and all hot works (the roofing documents), and any roof where the deck has not been confirmed as sound and loadable.

SITE-SPECIFIC SCOPE, LOCATIONS AND LIMITATIONS

3 RISK ASSESSMENT — SCORE EACH RISK FOR THIS SITE, THEN ADD WHAT IS MISSING

The hazards and controls below are the starting point for this activity, written by a working main contractor. They are not complete for your site until a competent person has scored each risk, added the site-specific hazards, and struck out anything that does not apply. Rate risks High / Medium / Low before and after controls.

1. Work at height from steps, podiums, towers or MEWPs

At risk: Operatives, and anyone below

Controls: Select access by the Work at Height hierarchy — podium or tower before steps; MEWPs by trained (IPAF) operators only. Inspect access equipment before use, establish an exclusion below overhead work, and secure tools and materials against dropping.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

2. Substituting insulation or omitting a layer in an external wall build-up

At risk: Building occupants, the project

Controls: The approved specification is the only specification: board type, thickness, fixing pattern, membranes and cavity barriers exactly as approved. Shortages are reported and the work stops — never substituted on site. Every layer photographed before it is covered, with the elevation and level recorded.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

3. Mineral and glass fibre irritating skin, eyes and airways

At risk: Installers, others in the area

Controls: Cut with a sharp blade or fine-tooth saw rather than tearing; on-tool extraction or wet cutting where boards are power-cut; disposable coveralls with cuffs taped, gloves, goggles and FFP3 where cutting is sustained or overhead; wash before breaks; contaminated coveralls bagged, not shaken out.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

4. Manual handling of boards, materials and components

At risk: Operatives

Controls: Mechanical aids first — trolleys, board lifters, hoists. Two-person lifts for boards and long components; order materials in manageable sizes; plan storage close to the workforce; keep carrying routes clear and lit.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

5. Interface with occupants, other trades and the public

At risk: Occupants, other trades, the public

Controls: Segregate the work area — barriers, signage, sheeting; agree access routes and working hours with the occupier; never obstruct escape routes; deliveries and waste runs outside peak movement times where agreed.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

6. Slips, trips and housekeeping

At risk: Everyone in the work area

Controls: Keep the workforce clear, remove waste and offcuts as they are created, route leads at high level or under mats, and maintain task lighting.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

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7. Falls through a fragile or partly stripped deck

At risk: Operatives, anyone below

Controls: Every roof is treated as fragile until a competent person confirms otherwise in writing. Edge protection before any material goes up; no walking on unsupported insulation or a deck with boards lifted; loading zones agreed with the structural engineer and marked; the roof is never left open at the end of a shift without a physical barrier.

INITIAL (H/M/L)	RESIDUAL (H/M/L)	SITE-SPECIFIC ADDITIONAL CONTROLS, OR N/A	ACTION OWNER	BY WHEN

Site-specific hazards not listed above — every site has at least one:

HAZARD	WHO IS AT RISK	CONTROLS	INITIAL H/...	RESIDUAL...	ACTION OWNER	BY WHEN

4 METHOD — SEQUENCE OF WORK

- 01 Confirm the deck is sound, the build-up is approved and the tapered scheme drawing is on site.
- 02 Install edge protection and agree the loading and material storage positions before lifting anything up.
- 03 Lay the vapour control layer continuous and sealed at all upstands and penetrations.
- 04 Set out and lay insulation to the scheme, cutting tight and staggering joints; no packing with offcuts at falls.
- 05 Fix or ballast as specified; protect the completed area from wind uplift before hand-over to the roofer.
- 06 Hand over to the roofer daily — insulation is never left exposed overnight without a temporary weathering.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

- Edge protection
- Insulation saws
- Hoist or telehandler for material
- Temporary weathering

INSPECTION / THOROUGH EXAMINATION REFS

COSHH ASSESSMENT REFS

6 PPE — THE LAST LINE OF CONTROL, NOT THE FIRST

- Head protection
- Gloves — task-rated
- Safety footwear
- Eye protection
- High visibility
- Hearing protection
- Harness where edge protection cannot be provided

RPE TYPE, FACE-FIT STATUS, AND ANY OTHER PPE REQUIRED

7 PERMITS REQUIRED BEFORE THIS WORK STARTS

A permit authorises this work in that place, on that day. It extends the safe system of work in this document — it does not replace it (HSE HSG250). The site issues the permit; record its number before work starts.

KD-PTW-RF-007 — Roof Work Permit

For all roof work where the site operates a permit.

PERMIT NUMBER

KD-PTW-LO-008 — Lifting Operations Permit

For craned or hoisted material loads.

PERMIT NUMBER

8 EMERGENCY ARRANGEMENTS — COMPLETE FOR THIS SITE

FIRST AIDER AND LOCATION	NEAREST A&E	ASSEMBLY POINT
HOW THE ALARM IS RAISED	EMERGENCY ACCESS FOR THIS WORK AREA	SPILL / ENVIRONMENTAL RESPONSE

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9 BRIEFING RECORD — EVERYONE WORKING UNDER THIS RAMS SIGNS BEFORE STARTING

By signing you confirm the contents of this RAMS have been explained to you, you understand the hazards and controls, and you will work to the sequence stated. Tell the supervisor if the work or the site does not match this document — work stops until it does.

NAME	COMPANY	SIGNATURE	DATE

10 PREPARED AND ACCEPTED

Prepared / adapted for this site by — I confirm I have adapted this document to the site, scored the risks, and that it describes how the work will actually be done.

PRINTED NAME	ROLE / COMPETENCE	COMPANY	SIGNATURE	DATE	TIME

Accepted for the site by — principal contractor or site manager review.

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Review this RAMS if the work, the site or the law changes, and at least before each new phase of the works. Flatten the completed PDF before filing so the record cannot be silently edited.

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-08-11	first-issue	First issue.	— not yet approved —
A0	2026-08-27	review	Approved for issue by the author. Content unchanged from D0; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.