

COMMS ROOM AND CABINET BUILD

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

Racks, cabinets and the room the network lives in — heavy kit, one door, no dust

KD-RAMS-DC-003 Rev A0

Statutory basis: HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5 — this document is the recorded safe system of work. The trade's own product is extra-low voltage, but the Electricity at Work Regulations 1989 govern the trade anyway: data containment shares ceilings, risers and boards' airspace with the mains, and regs 4 and 14 — safe systems, and no work near live conductors without justification and precautions — apply at every basket that crosses a busbar and every board a patch lead passes. The Work at Height Regulations 2005 cover the ceiling, riser and external work; CDM 2015 applies on construction sites and the fit-outs where most of this trade's hours are worked, and the Manual Handling Operations Regulations 1992 govern the drums, racks and cabinets the trade moves. Optical fibre work follows the laser-safety practice the equipment manufacturer specifies: unterminated fibre is never viewed with the naked eye and live fibre is never assumed dark. Prepared against legislation current at 10/08/2026.

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

Building out comms rooms and equipment cabinets — positioning and fixing racks and wall cabinets, patch panel and equipment installation, cable management, and working in rooms that go live around the work.

This document does not cover: the 230V supplies, distribution and UPS wiring within the room (qualified electrician), and raised-floor structural alterations.

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. The mains beside the data — shared containment routes, boards and risers

At risk: Operatives

Controls: Routes near mains containment identified on the drawings before pulling; separation maintained per the design; no data work inside open live boards or panels — the electrician isolates or the work waits; damaged mains insulation found en route is reported and untouched; cabinets fed at 230V are the electrician's inside, ours at the patch panel.

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

2. 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 workspace; 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

3. Slips, trips and housekeeping

At risk: Everyone in the work area

Controls: Keep the workspace 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

4. Lone working during early, late or isolated tasks

At risk: Operatives

Controls: No lone working on higher-risk operations; where low-risk lone work is agreed, a check-in arrangement is in place and the person knows the site emergency arrangements.

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

5. Racks and cabinets — top-heavy loads through finished corridors

At risk: Operatives, the building's finishes

Controls: Rack weights and dimensions checked against the route; moved strapped on skates or trucks with enough people; doors and corridors protected; freestanding racks fixed down or ballasted per the manufacturer before loading; wall cabinets into proven structure — a loaded cabinet on plasterboard alone comes down.

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

6. The room going live — powered equipment arriving around the work

At risk: Operatives

Controls: Once any equipment is powered the room is treated as live plant space: liquids controlled, dust-making work stops or is contained, cabinet supplies are the electrician's, and nothing is powered down or unplugged without the client's change process.

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

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continued

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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

- Room readiness checked — floor loading, wall structure, power and containment positions against the design.
- Racks and cabinets moved on the assessed route, positioned, levelled and fixed or ballasted before anything hangs on them.
- Panels, organisers and equipment installed top-down; heavy items at the heights the manufacturer specifies.
- Cabling dressed and labelled; airflow paths kept clear per the room design.
- Live-room rules applied from first power-on; the room handed over with records and labels complete.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

Rack skates and stair truck where routes demand

Floor protection

Battery tools; torque drivers for rack fixings

INSPECTION / THOROUGH EXAMINATION REFS

COSHH ASSESSMENT REFS

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

Head protection

High visibility

Eye protection

Safety footwear

Gloves — task-rated

Hearing protection

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

7 PERMITS REQUIRED BEFORE THIS WORK STARTS

No permit is normally required for this activity. The site's own rules may still require one — check before starting, and record any permit issued below.

PERMITS ISSUED FOR THIS WORK (OR NONE)

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

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

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	2026-08-31	first-issue	First issue.	— not yet approved —
D1	2026-08-31	review	Reviewed against the internal H&S director's batch findings; no change to this document.	— not yet approved —
A0	2026-08-31	review	Approved for issue by the author. Content unchanged from the reviewed draft; 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.