

EMERGENCY GLAZING AND BOARDING

Breakage response · making safe · boarding — call-out conditions

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

KD-RAMS-GL-005 Rev A0

Statutory basis: HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5; Manual Handling Operations Regulations 1992 — the law sets no weight limit, so unit weights are established before lifting and assessed under reg 4, not discovered on site; Work at Height Regulations 2005; PUWER 1998; COSHH 2002 for sealants, solvents and cutting dusts; CDM 2015 regs 13 and 15.

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

Emergency response to broken glazing: making the area safe, glass clearance, boarding or temporary glazing, often out of hours and alone-risk conditions. This document does not cover: structural openings and shopfront steelwork (specialist), and working alone on overhead breakages.

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. Lacerations from glass edges and breakage

At risk: Glaziers

Controls: Cut-resistant gloves (EN 388 level suitable for glass) and forearm protection when handling; edges never gripped over the top; damaged units rejected, not risked; first-aid severe-bleed kit at the workplace.

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

2. Glass handling — weight, suction failure and breakage

At risk: Glaziers, those nearby

Controls: Unit weights known before the lift; rated vacuum lifters with vacuum checked on every pick and battery state confirmed; units carried on edge, never flat; two-person minimum on manual units; exclusion under any lifted unit; broken glass cleared immediately to rigid bins with rigger gloves and forearm protection.

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

3. 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

4. Slips, trips and housekeeping

At risk: Everyone in the work area

Controls: Keep the workplace 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

5. Out-of-hours lone response

At risk: Glaziers

Controls: Check-in schedule for every call-out; two-person response for overhead glass, large panes or unstable frames; police/keyholder liaison where security is the cause.

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

6. Unstable remaining glass

At risk: Responders, public

Controls: Barrier first, then assess; remaining glass dropped inward under control or removed pane-by-pane top-down; never work under hanging shards; public kept clear until the opening is safe.

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:

EMERGENCY GLAZING AND BOARDING

continued

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

KD-RAMS-GL-005 Rev A0

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

4 METHOD — SEQUENCE OF WORK

- 01 On arrival: barrier and sign; assess remaining glass and frame.
- 02 Remove loose glass top-down with gloves and forearm protection; clear to rigid bins.
- 03 Board or temporarily glaze; fix boarding to resist wind and intrusion.
- 04 Leave the area clean and the opening secure; report with photos; schedule the permanent replacement.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

Boarding stock and fixings
Rigid glass bins

Barriers and lighting

INSPECTION / THOROUGH EXAMINATION REFS

COSHH ASSESSMENT REFS

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

Head protection
Safety footwear
High visibility

Gloves — task-rated
Eye protection
Hearing protection

Cut-resistant gloves and forearm 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

EMERGENCY GLAZING AND BOARDING

continued

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

KD-RAMS-GL-005 Rev A0

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	2026-08-09	first-issue	First issue.	— not yet approved —
D1	2026-08-10	material	COSHH 2002 added to the legal basis for sealants, solvents and cutting dusts. Legislation position reviewed against Product Legislation Register KD-REG-01 Rev R01.3 and the August 2026 horizon scan; cutoff moved to 10 August 2026.	— not yet approved —
A0	2026-08-27	review	Approved for issue by the author. Content unchanged from D1; 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.