

LOADING BAYS AND GANTRIES

Scaffold loading bays · gates · gantries — rated, gated, controlled

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

KD-RAMS-SC-005 Rev A0

Statutory basis: Work at Height Regulations 2005 — Schedule 3 covers working platforms, with Part 2 the scaffolding requirements, and inspection sits at reg 12 and Schedule 7; industry practice per NASC TG20:21 / TG30:24 (design and compliance) and SG4:22 (fall prevention during erection); HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5; Manual Handling Operations Regulations 1992; COSHH 2002; CDM 2015. Scaffolds outside TG20 compliance require a bespoke design.

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

Erection and operation of scaffold loading bays and pedestrian gantries: rated platforms, up-and-over gates, signage and the loading discipline that keeps them safe.

This document does not cover: crane interface design and loads beyond the stated rating.

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. Falls during erection, alteration and dismantle

At risk: Scaffolders

Controls: SG4 without exception: scaffolders work within a protected zone — advanced guardrail or harness clipped to a secure anchor when outside it; the scaffold gang is CISRS carded for the scaffold type; no shortcuts at the leading lift.

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

2. Falling tubes, fittings and boards

At risk: Everyone below

Controls: Exclusion below erection and dismantle — barriers and signage; nothing thrown or bombed, ever: components lowered by gin wheel or passed hand to hand; fittings in bags, never loose on lifts; tools lanyarded.

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

3. 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

4. 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

5. Falls at the open loading edge

At risk: Loaders

Controls: Up-and-over gates — the edge is never open and unprotected: gate closed before the barrier opens; loaders trained in the sequence; harness restraint where the gate design requires.

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

6. Overloading the bay

At risk: Everyone below

Controls: Rating displayed at the bay; loads spread, never point-loaded; pallets within the platform edge; the bay is not storage — cleared as materials arrive.

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:

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

4 METHOD — SEQUENCE OF WORK

- 01 Erect the bay to the design with its rating displayed; fit the up-and-over gate.
- 02 Brief the loading sequence to every user; forklift/crane interface agreed.
- 03 Operate: gate down before barrier up, load landed, barrier up before gate up.
- 04 Clear materials promptly; inspect the bay on the scaffold cycle.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

Loading bay system and gates

Rating signage

INSPECTION / THOROUGH EXAMINATION REFS

COSHH ASSESSMENT REFS

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

Head protection

Gloves — task-rated

Harness where the gate sequence requires

Safety footwear

Eye protection

High visibility

Hearing protection

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-LO-008 — Lifting Operations Permit

For the crane/telehandler interface to the bay.

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

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

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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	Work at Height Regulations 2005 inspection citation corrected to read as one reference (reg 12 and Schedule 7); COSHH 2002 added to the legal basis. 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.