

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; PUWER 1998 for saws, fixing tools and glass handling equipment; COSHH 2002 with EH40/2005 (4th edition, 2020) for board dust and sealants; CDM 2015 regs 13 and 15. Fire and acoustic performance depends on the system being built to the tested detail, including the deck-to-deck detail above the ceiling line: a partition built to a different detail from the one tested does not carry the rating it is sold with, and that is a matter for the specifier, not for site.

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 operable and moveable wall systems: head track and its supporting steelwork interface, panels, seals and operating gear, through to operational testing.

This document does not cover: the supporting steelwork design and its installation, structural assessment of the soffit, and the acoustic specification.

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. A partition run left standing before it is fixed at the head

At risk: Everyone on the floor

Controls: A run is fixed at the head as it is built, not at the end of the run and not the next morning. Nothing is left freestanding over a break, at the end of a shift, or while the gang moves to another area — a tall stud run in the middle of an open floor will go over, and it will go over onto someone who had nothing to do with building it. Where the head detail cannot be completed, the run is temporarily braced to the floor and the brace is signed.

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

2. Building a rated partition to a detail that was never tested

At risk: Building occupants

Controls: The system is built to the manufacturer's tested detail for the exact rating specified: stud centres, board layers, fixing centres, joint treatment and the deck-to-deck detail above the ceiling. Service penetrations are fire-stopped to the tested detail for that exact configuration, and every one is photographed before the ceiling closes. Where a detail cannot be built as tested, the work stops and the specifier decides — the gang does not improvise a rated construction.

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

3. Working above the ceiling line, in voids and off access equipment

At risk: Installers

Controls: The void is surveyed before work begins: services, existing partition heads, and the deck condition. Access from towers or podiums set up on a sound floor — never from a ladder for sustained overhead work, never off a partition head. Ceiling grid is not used as support for anything. Where the void is deep or the deck is fragile, the fall risk is assessed as work at height, not as a ceiling job.

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

4. 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

5. 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 workplace; 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

6. Noise from cutting, fixing and plant

At risk: Operatives, others in the area

Controls: Select quieter methods and tools where practicable; hearing protection in designated zones and for noisy operations; agree noisy-works windows with the occupier in occupied buildings.

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

7. 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

8. The head track and its support failing under the panel load*At risk: Installers, room users*

Controls: An operable wall hangs its entire weight from the head track, and that load goes into the structure above. The supporting steelwork and its fixings are confirmed complete, signed off and to the design BEFORE any track is hung — never assumed from what is there and never adjusted to suit the track. Panels are hung only after the track is complete and checked, and each panel is proved on its carriers before the next goes up.

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 HI...	RESIDUAL...	ACTION OWNER	BY WHEN

4 METHOD — SEQUENCE OF WORK

- 01 Confirm the supporting steelwork is complete and signed off to the design before hanging any track.
- 02 Survey the void and the soffit; scan before any fixing into structure.
- 03 Install and align the head track; check level along the whole run before hanging anything.
- 04 Hang panels one at a time under lifting control, proving each on its carriers before the next.
- 05 Fit seals and operating gear; complete the acoustic and fire detail at the perimeter as specified.
- 06 Test the full operation through its cycle; leave stacked and secured, never mid-run.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE**5 PLANT, EQUIPMENT AND MATERIALS**

- | | |
|-----------------------------|-------------------------|
| Towers and podiums | Laser level |
| Panel lifter or genie hoist | Cable and pipe detector |

INSPECTION / THOROUGH EXAMINATION REFS**COSHH ASSESSMENT REFS****6 PPE — THE LAST LINE OF CONTROL, NOT THE FIRST**

- | | | |
|-----------------|---------------------|-------------------------------------|
| Head protection | Gloves — task-rated | Cut-resistant gloves |
| Safety footwear | Eye protection | Safety footwear with toe 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-WH-006 — Work at Height Permit

For track and soffit work.

PERMIT NUMBER**KD-PTW-LO-008 — Lifting Operations Permit**

For hoisted panel lifts.

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

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.