

Statutory basis: HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5 — this document is the recorded safe system of work. CDM 2015 reg 19 requires that a structure is not loaded or altered so as to become unstable; BS 5975-1:2024 and BS 5975-2:2024 set the procedure — a named temporary works coordinator, a design by a competent designer checked to the category the risk demands, a permit to load before load is applied and a permit to strike before removal (KD-PTW-TL-022). Work at Height Regulations 2005 govern erection and striking at height; LOLER 1998 reg 8 the planned lifting of components; HSG150 (3rd edition, 2006) is the general guidance. 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

Installation of propping and needling to carry an existing wall or floor while an opening is formed or a beam inserted: survey, design and check, erection to the design, permit to load, the opening works under it, beam installation and packing, permit to strike and removal.

This document does not cover: the structural cutting itself (KD-RAMS-DM-005 and KD-PTW-SC-028) and beam design — the temporary works design carries the loads the engineer states.

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. Load applied before the temporary works are checked, or struck before the permanent works can carry it

At risk: Everyone on or below the structure

Controls: No load without a permit to load signed by the TWC; no strike without a permit to strike backed by cube results or the engineer's written confirmation. The sequence on the drawing is the sequence on site.

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

2. Erection that departs from the checked design — fewer props, wrong bracing, packers instead of bearing

At risk: Everyone on or below the structure

Controls: Erect to the checked design only; any change goes back to the designer before it is built, not after. The TWC inspects against the drawing, not against what looks right.

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

3. The existing structure is not what the survey assumed — hidden voids, corroded steel, unbonded masonry

At risk: Operatives, occupants

Controls: Opening-up survey before design where the structure is uncertain; stop and refer if what is found differs from the drawing; no needling or propping onto unverified bearing.

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

4. Manual handling of props, needles, forkheads and sole plates — heavy, awkward, at height

At risk: Erectors

Controls: Props and needles positioned by two people or by crane / telehandler; components lifted from the ground by hoist where the design allows; no carrying of props up ladders — hoist or platform.

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

5. 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

6. 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

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. Collapse of the wall above the opening during forming*At risk: Operatives in and around the opening, occupants above*

Controls: Needles at the centres and bearing the design states; props plumb, on sole plates, pinned; load taken up evenly before any masonry is removed; opening formed in the sequence the design shows — never the full width at once unless designed so.

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

- Receive the temporary works design and check certificate; TWC confirms the category and the checker. No design, no propping.
- Survey the bearing: floor and ground under prop positions proved for the design load; sole plates and spreaders as designed.
- Form needle holes at the design positions; insert needles; install props both sides on sole plates, plumb, and take up the load evenly.
- TWC inspects against the design and issues the permit to load (KD-PTW-TL-022 section 4).
- Form the opening in the designed sequence under KD-PTW-SC-028; install the beam and padstones; pack the wall down onto the beam and allow the packing to cure.
- TWC issues the permit to strike on the engineer's confirmation; strike in the designed sequence; make good needle holes.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

Acrow and Strongboy props, needles, sole plates
Laser level and plumb

Lifting aids for beams

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

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-TL-022 — Permit to Load and Strike — Temporary Works

Always — no load and no strike without it.

PERMIT NUMBER

KD-PTW-SC-028 — Permit to Cut or Core Structure

For the opening formed under the propping.

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

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME
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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	2026-08-28	first-issue	First issue.	— not yet approved —
A0	2026-08-29	review	Approved for issue by the author. Content unchanged from the 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.