

ROOF REPAIRS AND INSPECTIONS

Surveys · minor repairs · gutter clearance — short-duration roof access

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

KD-RAMS-RO-005 Rev A0

Statutory basis: Work at Height Regulations 2005 and HSE HSG33 (5th edition, 2020) — roof work is planned from the assumption that unprotected roof work kills; HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5; the Joint Code of Practice, 10th edition (2022) incorporating Amendment 2 (2025), for hot works on roofs; COSHH 2002; Manual Handling Operations Regulations 1992; CDM 2015. Every roof is treated as fragile until a competent person confirms otherwise in writing.

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

Roof inspections, surveys, minor repairs and gutter clearance: short-duration access where full scaffolding may not be proportionate, under the Work at Height hierarchy with the justification recorded.

This document does not cover: work beyond genuinely short duration — if it grows, stop and re-plan with full protection.

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 from the roof edge

At risk: Roofers

Controls: Full perimeter edge protection before work starts — guardrails and toe-boards to the design; where impracticable for short-duration work, restraint systems to rated anchors with the justification recorded; access by secured stair or ladder tower.

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

2. Falls through fragile surfaces and rooflights

At risk: Roofers, other trades

Controls: Assume fragile until confirmed otherwise in writing; every rooflight covered or barred — including those under new sheeting; walkways and crawl boards where surfaces cannot bear load; signage at every access point.

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

3. Wind, rain and ice on the roof

At risk: Roofers

Controls: Wind limits agreed before work (sheet handling stops well below general work limits); no roof work on iced or wet fragile surfaces; forecasts checked daily; materials secured against uplift at every break.

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

4. Materials and tools falling from the roof

At risk: Everyone below

Controls: Exclusion below the work area; debris netting/brick guards on edge protection where required; nothing thrown from the roof — chutes or lowered loads; tools lanyarded at edges.

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

5. Lone roof access

At risk: Surveyor

Controls: Never alone on a roof: minimum two, contact schedule, rescue arrangements agreed before access.

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

6. Short-duration justification stretching into a job

At risk: Roofers

Controls: The WAH hierarchy is not suspended for speed: MEWP-first for inspections; restraint to rated anchors where roof access is essential; the moment "a look" becomes "a repair", stop and re-plan the protection.

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 Plan each access: MEWP or drone survey before roof access is considered.
 - 02 Where access is essential: confirm fragility status, anchors, and restraint; two-person minimum.
 - 03 Weather checked; access secured; tools lanyarded.
 - 04 Do strictly the planned task; new findings are planned as new tasks, not absorbed.
 - 05 Record the inspection/repair with photographs; report fragility findings to the building owner.
- SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

- MEWP (preferred)
- Camera/drone for survey
- Restraint kit and anchors

INSPECTION / THOROUGH EXAMINATION REFS

COSHH ASSESSMENT REFS

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

- Head protection
- Gloves — task-rated
- Harness restraint
- 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-RF-007 — Roof Work Permit
For every roof access.

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	HSG33 dated to the 5th edition, 2020; Joint Code of Practice dated to the 10th edition (2022) incorporating Amendment 2 (2025). 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.