

SIGN INSTALLATION — ILLUMINATED

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

Fascia and totem signage · the electrical connection · over the footway

KD-RAMS-LP-002 Rev A0

Statutory basis: HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5; Work at Height Regulations 2005; LOLER 1998 reg 8 for lifting signs and components; Electricity at Work Regulations 1989 with HSE HSG85 (3rd edition, 2013) for earthing, bonding and connection work, and BS 7671:2018+A4:2026 where the installation interfaces with the building's electrical system; HSE HSG47 (3rd edition, 2014) where foundations or earth pits are excavated; PUWER 1998; Manual Handling Operations Regulations 1992; COSHH 2002; CDM 2015 regs 13 and 15. An existing lightning protection system is treated as a possible path to earth for a fault elsewhere in the building and is proved dead before it is broken into.

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 illuminated signage: fascia signs, projecting signs and totems, including brackets and substrate fixings, and connection to a supply provided by others.

This document does not cover: the supply installation and any notifiable electrical work, structural assessment of the fascia or substrate, and totem foundation design.

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. Signs and totems falling or swinging during installation

At risk: Installers, the public

Controls: Weight and wind area are confirmed from the manufacturer's data before the lift is planned — a flat sign is a sail. The unit is supported by lifting equipment until every fixing is complete and checked, never held by hand or propped. Fixings are to the substrate detail; where the substrate will not take the designed fixing the work stops rather than being improvised.

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

2. Working over a public footway or a live entrance

At risk: The public

Controls: Exclusion zone at ground level for the full drop and wind drift, barriered and manned where the public can reach it — signage alone is not a control on a busy frontage. Where the footway cannot be closed, the work is programmed outside pedestrian hours and the licence or permission for the footway closure is in place before the day. Tools lanyarded; everything raised and lowered in closed containers.

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

3. 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

4. Breaking into an existing earth or bonding conductor

At risk: Operatives

Controls: An earth or bonding conductor may be carrying fault current from somewhere else in the building. It is proved dead at the point of work before it is cut, and where continuity must be maintained a temporary bond is fitted across the break before the conductor is parted — never after. Where the system is connected to an electrical installation, the isolation is agreed with the responsible person and recorded on the permit.

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

5. Striking hidden services when drilling, cutting or fixing

At risk: Operatives

Controls: Check drawings and the services register, scan with a CAT before drilling or chasing into existing fabric, respect safe zones, and stop and reassess if an unrecorded service is found.

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

6. 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 workface; 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

7. Slips, trips and housekeeping*At risk: Everyone in the work area*

Controls: Keep the workface 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

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

- 01 Confirm the sign weight, wind area and the substrate fixing detail; confirm the supply position and its isolation.
- 02 Arrange the footway closure or exclusion zone and confirm the licence is in place before the day.
- 03 Set up access clear of the pedestrian route; man the zone for the whole operation.
- 04 Scan and prove the substrate before drilling; isolate, lock off and prove dead before any connection work.
- 05 Lift and support the sign until every fixing is complete and checked — never held or propped.
- 06 Complete the connection to the point provided, test and record; hand over for final energisation.
- 07 Clear the footway and remove all barriers only once the area is clean and safe.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

5 PLANT, EQUIPMENT AND MATERIALS

- MEWP or tower per the access plan
- Genie hoist or lifting frame for large units
- Cable and pipe detector
- Lock-off kit
- Pedestrian barriers and signage

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
- Helmet with chinstrap for MEWP work
- Cut-resistant gloves for panel edges

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 fascia and high-level installation.

PERMIT NUMBER

KD-PTW-EL-010 — Electrical Permit to Work

For isolation and connection.

PERMIT NUMBER

KD-PTW-LO-008 — Lifting Operations Permit

For craned or hoisted sign units.

PERMIT NUMBER

8 EMERGENCY ARRANGEMENTS — COMPLETE FOR THIS SITE

FIRST AIDER AND LOCATION	NEAREST A&E	ASSEMBLY POINT

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continued

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.