

TASK CHANGE AND STOP-AND-REASSESS RECORD

FORM — ONE PAGE, AT THE WORKFACE

What changed, who stopped it, what was decided, who re-briefed

KD-POW-TC-005 Rev A0

The record inside the gang of a task that changed or was stopped: what changed, who stopped it, what was decided, who re-briefed. MHSWR 1999 reg 3: the assessment is reviewed when it is no longer valid; CDM 2015 reg 15: the contractor manages the change to its own work. Carrying on with an extra control is a decision the supervisor can make here; a change of method, place or plant is a RAMS revision, and it goes back through the review (KD-SITE-RR-007) and the briefing (KD-SITE-RB-008) before the task restarts. The principal contractor's instruction to stop is KD-SITE-SN-012, not this sheet; a near miss is reported on KD-SITE-NR-026 as well.

1 THE TASK

PROJECT / SITE REF	SITE	DATE	TIME	RECORD NO.	RECORDED BY
THE TASK		RAMS / POWRA REFS		CONTRACTOR / GANG	

2 WHAT CHANGED, OR WHY THE WORK STOPPED

- | | |
|---|---|
| ☐ Task changed — method, sequence, location, plant or people | ☐ Another trade or the occupier moved into the area |
| ☐ A hazard found that is not in the RAMS | ☐ Weather, wind, light, ground or services |
| ☐ A control in the RAMS not in place, or failed | ☐ Near miss or incident — reported on KD-SITE-NR-026 |

STOPPED BY	AT	WHO WAS TOLD, AND WHEN

WHAT CHANGED, AS SEEN

3 WHAT WAS DECIDED — TICK ONE

- | |
|--|
| ☐ Carry on — within the RAMS and today's POWRA; the control is recorded below |
| ☐ Carry on with the extra control below — the POWRA is amended and re-briefed |
| ☐ Task changed — a new POWRA (KD-POW-RA-001) is done at the workface before restart |
| ☐ RAMS revised — no restart until the revision is accepted on KD-SITE-RR-007 and re-briefed on KD-SITE-RB-008 |
| ☐ Task abandoned today — the area made safe and left as written below |

THE DECISION, THE EXTRA CONTROL, AND WHO OWNS IT

4 RE-BRIEF AND RESTART

RE-BRIEFED BY	RE-BRIEFED AT	RESTARTED AT	GANG RE-BRIEFED (NAMES)

5 SIGNATURES

Stopped by / recorded by:					
PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME
Supervisor — the decision in section 3 is mine:					
PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

TASK CHANGE AND STOP-AND-REASSESS RECORD

continued

FORM — ONE PAGE, AT THE WORKFACE

KD-POW-TC-005 Rev A0

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	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed 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.