

TOPSOIL AND SUBSOIL HANDLING

ACTIVITY RAMS — ADAPT TO SITE BEFORE USE

Soil quality checks · unexpected finds · asbestos fragments · invasive plants · hygiene and dust

KD-RA-EX-002 Rev A0

Statutory basis: COSHH 2002 for contaminated soils and dust; Control of Asbestos Regulations 2012 for asbestos found in soil; BS 3882:2015 for topsoil and the supplier's declaration of analysis; Environmental Protection Act 1990 s.34 and Hazardous Waste (England and Wales) Regulations 2005, as they apply in England, for soil leaving site — Wales, Scotland and Northern Ireland have their own hazardous waste rules, so confirm those that apply to the site; Wildlife and Countryside Act 1981 s.14 for invasive plants; CDM 2015 regs 13 and 15. This document is the recorded safe system of work required by HSWA 1974 s.2(2)(a) and MHSWR 1999 regs 3 and 5.

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

Stripping, stockpiling, importing and placing topsoil and subsoil for landscaping where soil quality is not yet proven: checking test results against the receiving site's criteria before use, recognising visible contamination, asbestos fragments and invasive plant material, hygiene and dust control, and the stop-and-report procedure when something is found.

This document does not cover: excavation in ground already identified as contaminated and remediation to a strategy (KD-RAMS-GW-007), soil around underground fuel tanks (KD-RA-GW-004), site investigation and sampling (the environmental consultant's), and treatment or removal of invasive plants (specialist).
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. Soil of unsuitable quality placed in gardens and play areas

At risk: End users, operatives

Controls: A supplier's declaration of analysis to BS 3882:2015 is not enough on its own — that standard sets no contamination thresholds — so imported and site-won soil is used only once its test results have been checked against the receiving site's assessment criteria for the end use, as the specification or materials management plan requires; loads checked on arrival and rejected if they do not match the paperwork.

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

2. Asbestos fragments in soil — cement sheet, board and lagging

At risk: Operatives, end users

Controls: Operatives briefed with photographs of what asbestos cement, insulating board and lagging fragments look like in soil; on any suspect find: STOP work in that area, keep people and plant off, do not pick it up, and report — the site asbestos discovery procedure applies (Control of Asbestos Regulations 2012).

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

3. Visible or odorous contamination — staining, sheen, ash, clinker, chemical smells, buried containers

At risk: Operatives

Controls: Stop and report; the area coned off; no further stripping, loading or spreading of that soil until the environmental consultant has assessed it; drums and containers never opened or moved.

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

4. Skin contact with and swallowing contaminated soil

At risk: Operatives

Controls: Gloves for handling soil; cuts covered; no eating, drinking or smoking in the work area; washing before breaks; boots cleaned before leaving the work area.

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

5. Dust from dry stockpiles and spreading

At risk: Operatives, neighbours

Controls: Stockpiles damped or sheeted in dry, windy weather; spreading stopped when dust crosses the site boundary; plant cab doors closed; RPE only where the COSHH assessment requires it.

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

6. Spreading invasive plants such as Japanese knotweed in soil

At risk: The environment, the business

Controls: Strip areas, stockpiles and imported loads checked for invasive plant material; suspect plants fenced off with no soil movement from that area until a specialist has confirmed the plant and set out treatment — moving infested soil can cause the plant to grow in the wild, an offence under the Wildlife and Countryside Act 1981 s.14; plant tracks cleaned before leaving an affected area.

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

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7. Stockpile collapse and plant working on stockpiles

At risk: Operatives

Controls: Stockpiles formed to the stable slopes and heights the site plan sets, away from excavations, boundaries and services; nobody at the toe of a stockpile being worked by a machine.

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

8. Soil leaving site unclassified or without the right paperwork

At risk: The business, the environment

Controls: Soil leaving site classified by testing first and removed only by a registered carrier to a permitted facility, with a transfer note (Environmental Protection Act 1990 s.34) or, where hazardous and in England, a consignment note (Hazardous Waste (England and Wales) Regulations 2005); in Wales, Scotland and Northern Ireland, the hazardous waste rules that apply there.

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

9. 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

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 Obtain the soil test results, the receiving site's assessment criteria, supplier declarations and any materials management or remediation plan; brief them with the stop-and-report procedure and identification photographs.
- 02 Walk the strip area before starting for visible debris, staining and invasive plants; mark and fence anything found.
- 03 Check imported loads on arrival against the paperwork and approved test results; reject anything that looks, smells or is described differently.
- 04 Strip in the planned sequence, loading straight to stockpile or vehicle, with plant on the planned routes.
- 05 Form stockpiles in the agreed places, separated and labelled by source and quality, damped or sheeted as needed.
- 06 Watch throughout for fragments, staining, odours, buried objects and invasive plant material.
- 07 On any find, stop in that area, keep people and plant off, report, and wait for the consultant's instruction.
- 08 Place and grade soil only from approved stockpiles or loads, recording where each source was placed.
- 09 Keep to the hygiene rules — gloves, washing before breaks, boot and plant track cleaning before leaving.
- 10 Send soil off site only after classification, by registered carrier, with the transfer or consignment note filed.

SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE

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5 PLANT, EQUIPMENT AND MATERIALS

- | | |
|-------------------------------|---|
| Excavator and dumper | Boot wash and plant track cleaning point |
| Stockpile sheeting and labels | Barriers and signage for find areas |
| Water bowser for damping | Identification sheet for asbestos fragments and invasive plants |

INSPECTION / THOROUGH EXAMINATION REFS

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COSHH ASSESSMENT REFS

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

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|-----------------|---------------------|--------------------------|
| Head protection | Gloves — task-rated | Gloves for handling soil |
| Safety footwear | Eye protection | |
| High visibility | Hearing protection | |

RPE TYPE, FACE-FIT STATUS, AND ANY OTHER PPE REQUIRED

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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-EX-005 — Excavation & Permit to Dig

Where stripping or placement breaks ground near services.

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	2026-09-11	first-issue	First issue.	— not yet approved —
A0	2026-09-11	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.