

Statutory basis: CAR 2012 with HSE ACOP L143 (2nd edition, 2013) — asbestos is identified before work that could disturb it, and whether any work with it is licensed, notifiable non-licensed or non-licensed is decided before that work starts. Surveys to HSE HSG264 (2nd edition, 2012): floors to be uplifted are covered by a refurbishment survey or sample results, not a management survey alone. COSHH 2002 for bitumen and coal-tar adhesives, adhesive removers and dust; DSEAR 2002 for flammable adhesive removers; PUWER 1998 for powered floor strippers. Waste under the Hazardous Waste (England and Wales) Regulations 2005 and the Environmental Protection Act 1990 s.34 — England and Wales rules; Scotland and Northern Ireland have their own, so confirm them for the site. 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

Uplift of existing floor tiles, sheet coverings and black bitumen or coal-tar adhesive in buildings built or refurbished before 2000, ahead of new flooring: obtaining and checking the asbestos information for the floors, the hold point before uplift, uplift of coverings and removal of adhesive once confirmed free of asbestos, the discovery procedure, and waste.

This document does not cover: removal of floor tiles or adhesive that contain asbestos (KD-RAMS-AS-002, or a licensed contractor where the work is licensable), uplift of carpet and modern coverings (KD-RAMS-FL-002), and grinding preparation for resin systems (KD-RAMS-FL-003).

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. Uplifting asbestos-containing tiles or adhesive without knowing it

At risk: Floor layers, occupants

Controls: Thermoplastic and vinyl floor tiles, the paper backing on some older sheet vinyl, and black bitumen adhesive may contain asbestos. No uplift starts until the asbestos information for these floors has been checked. A management survey alone is not enough: the floors, including layers beneath the visible covering, must be covered by a refurbishment survey or by sample results from a competent surveyor or analyst (HSE HSG264 (2nd edition, 2012)). No information for a floor means no uplift on that floor.

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

### 2. Asbestos confirmed in the floor

At risk: Floor layers, occupants

Controls: Work under this document stops for that floor. The competent person decides, against CAR 2012 and HSE ACOP L143 (2nd edition, 2013), whether removal is licensed, notifiable non-licensed or non-licensed work; it is then done under KD-RAMS-AS-002 by operatives trained for it, or by a licensed contractor — never folded into the flooring gang's uplift.

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

### 3. Unexpected material found during uplift

At risk: Floor layers, occupants

Controls: A second layer of tiles, felt, board or adhesive that the survey did not describe is treated as suspect. STOP, do not disturb it further, withdraw, keep others out and report it; work resumes only when it has been sampled and the result recorded.

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

### 4. Coal-tar and bitumen adhesive — skin contact and fume

At risk: Floor layers

Controls: Old black adhesives may be bitumen or coal-tar based, and coal tar contains substances that can cause cancer. An asbestos test does not tell bitumen from coal tar: black adhesive not tested for coal tar is treated as coal tar. No heating or burning off; gloves to the COSHH assessment and skin covered; adhesive on skin washed off with soap and water, not solvent; no eating, drinking or smoking in the area.

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

### 5. Flammable adhesive removers

At risk: Floor layers, others nearby

Controls: Water-based removers where they will do the job. Where a solvent remover is used, only one the COSHH and DSEAR assessments allow: ventilation before the tin is opened, ignition sources removed, the minimum quantity out, residue and rags in lidded metal bins taken out each shift.

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

**6. Dust from mechanical adhesive removal***At risk: Floor layers, others in the area*

Controls: Only after the floor is confirmed free of asbestos. Scraping by hand or powered stripper first; any grinding with on-tool extraction to an M-class or H-class vacuum, never dry and unextracted, because the screed beneath gives off respirable silica; RPE to the COSHH assessment (FFP3, face-fit tested) where extraction alone does not control the dust; area sheeted and segregated in occupied buildings.

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

**7. Powered floor strippers — blades, vibration and noise***At risk: Floor layers*

Controls: Strippers used by trained operatives only (PUWER 1998); blades sharp and guarded, and changed only with the machine isolated; vibration exposure managed by planning trigger time and rotating operatives; hearing protection where the assessment requires it.

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

**8. Kneeling and repetitive scraping***At risk: Floor layers*

Controls: Long-handled scrapers and powered strippers used in preference to kneeling; knee pads worn; tasks rotated.

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

**9. Waste described wrongly***At risk: Floor layers, waste handlers*

Controls: Waste is classified from the survey and sample results before it leaves the room. Asbestos waste is handled under KD-RAMS-AS-002; coal-tar adhesive waste and solvent residues are consigned as hazardous waste where the results show it; other coverings go with a transfer note to a registered carrier.

| 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**

- Obtain the asbestos register and survey; confirm the floors to be uplifted, including layers beneath, are covered by a refurbishment survey or sample results.
- Where they are not, arrange sampling by a competent surveyor or analyst — no uplift, scraping or trial lifting before the result.
- Record the hold-point release for each floor: free of asbestos — proceed; asbestos confirmed — stop and pass to KD-RAMS-AS-002 or a licensed contractor.
- Complete the COSHH assessment for the adhesive type — coal tar unless tested otherwise — and any remover, and the DSEAR assessment for any flammable remover.
- Segregate and sign the area, set up ventilation and extraction, and brief the gang on the discovery procedure.
- Uplift coverings with hand or powered scrapers, keeping pieces as whole as practicable and bagging as you go.
- Remove adhesive by the method the assessment selected — scraping, extracted grinding or remover — with no heat and no unextracted dry grinding.
- Stop at once if material the survey did not describe is found; withdraw, secure the area and report.
- Classify, bag and remove waste to the correct stream with the right paperwork.
- Clean down with an extracted vacuum, inspect the substrate, and hand over to the next operation with the survey reference recorded.

**SITE-SPECIFIC AMENDMENTS TO THE SEQUENCE**

|  |  |
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|  |  |
|  |  |

**5 PLANT, EQUIPMENT AND MATERIALS**

|                                                                     |                                   |
|---------------------------------------------------------------------|-----------------------------------|
| Long-handled and hand scrapers                                      | Ventilation fans                  |
| Powered floor stripper                                              | Lidded metal bins and waste sacks |
| Floor grinder with on-tool extraction and M-class or H-class vacuum | Barriers and signs                |

**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**

- Head protection
- Safety footwear
- High visibility
- Gloves — task-rated
- Eye protection
- Hearing protection
- Knee protection
- FFP3 RPE where the assessment requires — face-fit tested
- Chemical-resistant gloves for adhesive and removers
- Disposable coveralls

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-AD-035 — Asbestos Disturbance Area Permit**  
Where the site controls work in areas its asbestos register lists.

PERMIT NUMBER

**KD-PTW-PE-009 — Permit to Enter**  
For occupied buildings under access control.

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.