Risk Assessment & Method Statement (RAMS)

Project Details:

Field	Details
Activity	Routine compliance to EICR, EML, PAT, LPS, Thermal Imaging, Fire Alarm Systems.
Project Name/Reference	Various
Site Address	West Court Offices, Suit 3, Park Lane, Allerton Bywater, WF10 2FY.
Area	Various Sites
Prepared by	Paul Messruther
Date RAMS carried out	21st August 2026
Date RAMS valid from	2nd September 2026
Date RAMS expire	2nd September 2027
Reference & Version	COMPLIANCE RAMS 2026 V1

Scope of Works:

This risk assessment is a generic risk assessment which covers most of our sites we work on. We must follow each site's own rules/risk assessments in addition to this risk assessment. If you identify a risk on site/at work which is not covered in this document you must notify your supervisor who will update the risk assessment for approval before we can start any work.

Hazards & Control Measures:

Hazard	Risk	Control Measure(s)	Worse Case	Likelihood	Score
Access/Egress	Trips, slips, restricted access routes.	Keep access/egress clear; ensure adequate lighting; use signage/barriers where required.	2	2	4
Live Services	Electric shock or arc flash.	Testing to be carried out dead wherever possible; live testing only if unavoidable and in accordance with EAWR 1989 & HSE GS38; insulated tools and PPE to be used.	2	1	2
Manual Handling	Injury from moving test equipment/tools.	Use trolleys for heavy kit; team lifts where necessary; training on safe manual handling techniques.	2	1	2
ATEX Area's	Ignition from sparks in hazardous areas.	Client to inform Voltacompliance where ATEX zones are located. No access/work are permitted for Voltacompliance unless under the direct permission of the client & detailed on a separate permit	1	1	1
Electrical Work	Shock, burns, fire	Only competent, trained electricians; isolation before work; lock-off/tag procedures; calibrated test equipment.	3	1	3
Confined Spaces	Asphyxiation, restricted movement	Voltacompliance are not trained to carry out work in confined spaces resulting in Voltacompliance not carrying out any work in these areas. Confined spaces are to be identified by the client on a daily basis to ensure we do not accidentally enter these spaces.	1	1	1

Overhead Services (ie hoists/overhead cranes)	Contact with hoist/over headcranes	Client to isolate all overhead hoist/cranes on a daily basis if Voltacompliance are working in the working area of the hoist/cranes & carry out LOTO in accordance with Voltacompliance & the client isolation procedures.	3	1	3
Hand Tools	Cuts, abrasions.	Regular inspection of tools; use insulated hand tools; training in correct use.	2	2	4
Hot Works / Fire	Fire from sparks or heat.	No hot works are required & MUST NOT be carried out unless a separate hot works permit has been issued.	1	1	1
Work in Tension	Strain injuries.	Avoid overstretching/cables under tension; mechanical aids where possible.	2	1	2
Contamination	Contact with biological or chemical contaminants.	Avoid any contact with chemicals used/stored on any site & follow the client site procedure. Voltacompliance are not authorised to move/operate any containers/IBCs/valves etc. If any contact with any chemicals please follow the client procedure (ie seek first aid treatment)	3	1	3
Underground Services	Damage to buried utilities.	Voltacompliance MUST not carry out any work relating to underground services.	1	1	1
Power Tools/Chargers	Electric shock/risk of fire	All equipment MUST be PAT tested & a visual check daily by the user. A 30mA RCD protection is required	3	1	1
Pedestrian Traffic	Collisions, tripping hazards	Follow client site procedures as per the site induction	3	1	1

Demolition / Dismantling	Falling debris, instability.	No demolition expected for EICR; if minor dismantling (e.g., opening panels), use safe techniques and secure fixings.	2	1	2
Lighting Levels	Poor visibility.	Ensure adequate task lighting; portable LED lights where required.	2	2	4
Working at Height	Falls from ladders/steps.	Use podium steps or platforms; ladders only for short duration and in line with HSE guidance; fall protection where necessary.	3	2	6
Disease	Exposure to legionella, vermin, or site-related illnesses.	Site induction on hazards; avoid stagnant water; wear gloves and wash hands regularly.	2	2	4
Lifting Operations	Dropped loads, injury	No major lifting operations expected; if required, follow LOLER & use trained personnel.	2	1	2
Transportation/Use of Vehicles on site	Road traffic accidents	Company vehicles maintained & inspected; driver competency checks; safe loading/unloading of equipment & followclient site rules in regards to vehicle access/speed limits/routes. Authorisation required from the client before a vehicle is authorised on site.	3	1	3
Hazardous Materials / Substances	Exposure to asbestos, lead paint, chemicals	Check asbestos register before works; avoid disturbance; COSHH assessment for any encountered substances.	3	1	3

Weather Conditions	Slips, cold/heat stress	Check forecast; wear weather-appropriate PPE; suspend works in unsafe conditions (e.g., lightning, high winds).	2	1	2
Environmental Impact	Waste generation	Any waste generated must NOT be removed from site & disposed of in accordance with the client site policy.	1	1	1
Use of MEWP	Entrapment/injury to user & damage	The use of any MEWP MUST only be used from authorisation of the client & MUST also hold the required qualifications (ie 3a/3b). The MEWP MUST have a indate LOLER & a record of this to be seen on request.	3	1	3
Interference from frequencies transmitted.	Frequencies being used could interfere with other wireless communication devices (ie machines, existing wi fi services) which could cause the communication between the devices to stop communicating	Radio broadcasting between operatives must only be made on “For Licence-Free Use (PMR446)” which operate between 446.00625 MHz to 446.09375 MHz.	1	2	2

Worst Case Outcome	Likelihood	Score Guide
1 = No injury	1 = Remote	16 - 25 = High Risk
2 = Minor injury	2 = Unlikely	9 - 15 = Medium Risk
3 = Lost time injury	3 = Likely	1 - 8 = Low Risk
4 = Severe injury	4 = Very likely	
5 = Fatality	5 = Certain / Imminent	

Method Statement

- Site induction and briefing on hazards.
- Confirm access/egress routes, emergency procedures, first aid provision.
- Review site asbestos register and drawings of electrical systems/items.
- Carry out visual inspection of the site before commencing any work to confirm the risk assessment is applicable & no other risks have been identified.
- Carry out required compliance work in accordance with the relevant standards
- Remove all equipment, reinstate site, and sign-off works.

PPE Requirements

- Safety boots
- Safety glasses (where required)
- Hard hat (where required)
- Hearing protection (where required)
- Hi-vis clothing

Emergency Arrangements

- First aid kit on site/in van
- Emergency contact numbers displayed
- Fire extinguishers accessible
- Nearest hospital: Locate the nearest hospital to your site before starting work.