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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(A) Details** | | | | RAMS status – See reverse | | | | | A | |  | B |  | C |  | |
| Contractor |  | | | Contractor Contact Name | | | | | |  | | | | | | |
| Description |  | | | | | | | | | | | | | | | |
| Location |  | | | | | | | | | | | | | | | |
| Person in Charge |  | | | Contact No. | | | | | |  | | | | | | |
| Start Date dd/mm/yyyy |  | | | Finish Date | | | | | |  | | | | | | |
|  |  |  |  | | | | | | | | | | | | | |
| **(B) Document appraisal** | | | | | | | | | | | | | | | | |
| **Risk assessment** | | | | | Are measures suitable? | | | Comments | | | | | | | | |
| N/A | Yes | No |
| 1. Is the risk assessment specific to the project/works? | | | | |  |  |  |  | | | | | | | |  |
| 1. Have all hazards been identified? (Vibration, falls, manual handling, etc) | | | | |  |  |  |  | | | | | | | |  |
| 1. Are the identified risks designed out as far as possible? | | | | |  |  |  |  | | | | | | | |  |
| 1. If not, is the correct PPE / RPE specified? | | | | |  |  |  |  | | | | | | | |  |
| 1. Are all the risks adequately controlled? | | | | |  |  |  |  | | | | | | | |  |
| 1. Is there a nominated supervisor? | | | | |  |  |  |  | | | | | | | |  |
| 1. Is specific training identified? (IPAF, confined spaces, PASMA, etc) | | | | |  |  |  |  | | | | | | | |  |
| 1. Are all relevant COSHH assessments received? | | | | |  |  |  |  | | | | | | | |  |
| 1. Are there any environmental limitations? (Adverse weather, etc) | | | | |  |  |  |  | | | | | | | |  |
| **Scope of project/works, method and sequence** (Method statement) | | | | | | | | | | | | | | | |  |
| 1. Is the method of work and sequence clear? | | | | |  |  |  |  | | | | | | | |  |
| 1. Is the location of work detailed? (Site specific) | | | | |  |  |  |  | | | | | | | |  |
| 1. Are all risk assessments referenced in the method statement correctly? | | | | |  |  |  |  | | | | | | | |  |
| 1. Are processes for the coordination of contractors identified? | | | | |  |  |  |  | | | | | | | |  |
| 1. Is there an adequate description of all tools/equipment to be use? | | | | |  |  |  |  | | | | | | | |  |
| 1. Is the correct access equipment detailed? (training requirements specified) | | | | |  |  |  |  | | | | | | | |  |
| 1. Are the details for signage and segregation adequate? (All construction work MUST be segregated from University of Nottingham activities) | | | | |  |  |  |  | | | | | | | |  |
| 1. Are there any permits to work referenced when they’re required? | | | | |  |  |  |  | | | | | | | |  |
| **Storage and waste** | | | | | | | | | | | | | | | |  |
| 1. Are materials kept securely and is storage adequate? | | | | |  |  |  |  | | | | | | | |  |
| 1. Are materials transportation and handling adequate? | | | | |  |  |  |  | | | | | | | |  |
| 1. Are disposal methods for waste identified? | | | | |  |  |  |  | | | | | | | |  |

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| **Supervisory requirements** | | | | | Are measures suitable? | | | | | Comments | | |  |
| N/A | | Yes | | No |
| 1. Is a nominated supervisor required? | | | | |  | |  | |  |  | | |  |
| 1. Are training requirements for the supervisor identified? (eg confined spaces) | | | | |  | |  | |  |  | | |  |
| 1. Is the nominated supervisor providing the site safety briefing? | | | | |  | |  | |  |  | | |  |
| **Emergency arrangements** | | | | | | | | | | | | |  |
| 1. Is there a risk of fire? (Hot works, storage of combustible materials etc) | | | | |  | |  | |  |  | | |  |
| 1. If yes, are fire plans suitable? (Exit routes identified, placement of extinguishers etc) | | | | |  | |  | |  |  | | |  |
| 1. Are the emergency evacuation arrangements suitable? (Fire, confined spaces, working at heights) | | | | |  | |  | |  |  | | |  |
| 1. Are incident reporting procedures adequate? (to include the requirement to report to University of Nottingham) | | | | |  | |  | |  |  | | |  |
| 1. Are first aiders named? | | | | |  | |  | |  |  | | |  |
| 1. Emergency spill procedures adequate? | | | | |  | |  | |  |  | | |  |
| **Supporting documents** | | | | | | | | | | | | |  |
| 1. Are relevant specifications included? (British Standard, pressures, sizes etc) | | | | |  | |  | |  |  | | |  |
| 1. Are any reference drawings required? | | | | |  | |  | |  |  | | |  |
| 1. Is the programme of project/works adequate? | | | | |  | |  | |  |  | | |  |
| 1. Are the specific site instructions adequate? (passes, reporting etc) | | | | |  | |  | |  |  | | |  |
|  | | | | |  | |  | |  |  | | |  |
| **(C) RAMS status** – Please select the appropriate status (also record on front page) | | | | | | | | | | | | |  |
| **STATUS A** | |  | **STATUS B** | | |  | | **STATUS C** | | | |  | |
| The RAMS are suitably developed to allow works to proceed. Arrangements identified to be implemented, developed, monitored and reviewed | | | The RAMS are not suitable to allow works to proceed. Minor supplementary arrangements **MUST** be implemented. See comments below | | | | | RAMS are **NOT** suitably developed to allow works to proceed. Further development required and re-assessment to be undertaken | | | | | |
|  | | | | |  | |  | |  |  | | |  |
| **(D) Comments** – State where improvements are required | | | | | | | | | | | | |  |
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| **(E) Authorisation for the project/works** – the person in charge accepts that the RAMS are suitable and sufficient to allow works to proceed as defined in the requirements for the project/works | | | | | | | | | | | | | |
| Person in charge signature |  | | | Date of appraisal | | | | | | |  | |  |