|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(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 |  |  |