Single-storey rear extension RAMS example

A completed risk assessment and method statement for building a single-storey rear extension and opening up the rear wall of a lived-in house.

This is an example for a fictional job. The company, people, address and phone number are made up. Do not copy it for real work: write your own RAMS for the actual job, site and team, and have a competent person check it.

Company name Example Building Co. Ltd (fictional)

Client Mr and Mrs Example, homeowners (fictional)

Job and site address Rear extension, 8 Specimen Road, Exampletown ZZ1 1ZZ (fictional)

Start date and expected duration On the agreed start date. About 12 weeks.

Prepared by Site supervisor, Example Building Co.

Date Before work starts

Principal contractor (if there is one) Example Building Co. Ltd (us)

Date of next review If the work, the team or the site conditions change

Description of the work

Build a 4 m by 5 m single-storey rear extension with a flat roof to a 1960s semi-detached house (fictional), and open up the rear wall into the kitchen with a steel beam to the structural engineer's design. Dig strip foundations with a hired mini digger and operator. Build cavity walls in block and brick. Our subcontract electrician and plumber do the first and second fix. The family live in the house during the work. Access to the rear garden is down a 1 m wide side path.

Part 1: Risk assessment

Hazard	Who might be harmed and how	Controls in place	Further action needed	Who	When	Done
Striking buried services when digging	Workers could be hurt by electric shock, gas escape or flooding. The household could lose supplies.	Get service plans before digging. Scan the area with a cable avoidance tool and signal generator and mark what is found. Dig by hand near any known or suspected service. Treat every service found as live.	Get service plans and scan the area.	Site supervisor	Before digging	
Collapse of the foundation trench	Workers in the trench could be buried or crushed.	Nobody enters the trench unless it has been checked as safe. The trench is supported or battered back where people need to go in. Spoil, materials and the digger are kept back from the edge. The trench is checked at the start of every shift and after heavy rain.	None.			
Falls into the open trench	Workers, the household and children could fall in.	Barriers round the trench where people could fall in. The garden gate is locked outside working hours. Concrete goes in as soon as the trench has been inspected, including by building control where they have asked to see it.	None.			

Hazard	Who might be harmed and how	Controls in place	Further action needed	Who	When	Done
Being struck by the mini digger	Workers could be struck or crushed by the digger or its bucket.	Trained operator with a valid card. Nobody inside the digger's working area while it moves. The household is kept out of the garden while it works.	Check the operator's card.	Site supervisor	On arrival	
Collapse when the opening is made in the rear wall	Workers and the household could be crushed if the wall above is not supported.	Temporary support is installed as shown on the structural engineer's design before the wall is cut. Nobody stands on the other side of the wall while it is taken down. The wall is taken out by hand in small sections. Supports are not removed until the engineer's design says the steel can take the load.	Get the temporary works design from the structural engineer.	Site supervisor	Before the wall is opened	
Falls from the scaffold and the flat roof edge	Workers could fall when building the walls and the roof.	Scaffold with guard rails and toe boards round the extension, erected only by the scaffolding contractor and inspected before first use, at least every 7 days and after anything that could affect it. Edge protection stays in place until the roof is finished.	None.			
Carrying blocks, bags and the steel beam down the side path	Workers could hurt their backs.	Materials are moved down the side path on a barrow, not carried by hand. Bags of cement are lifted from pallet height. The steel beam is moved and lifted with a lifting aid, not by hand.	Agree delivery times so the side path is clear.	Site supervisor	Before each delivery	
Dust from cutting blocks, bricks and the existing wall	Workers and the household could breathe in silica dust, which can cause serious lung disease.	Disc cutters are used with water suppression. Workers wear FFP3 masks that have been face-fit tested. The kitchen is sealed with a dust screen when the rear wall is opened. Clean up with an M-class or H-class vacuum or damp down, never by dry sweeping.	None.			
Asbestos hidden in the rear wall, kitchen or existing outbuildings	Workers and the household could breathe in fibres if material containing asbestos is disturbed.	The client's refurbishment asbestos survey of the rear wall, kitchen and the old shed found no asbestos in the areas to be worked on (example). Everyone on the job has asbestos awareness training. If anyone finds or suspects asbestos, they stop work on it, keep people away and tell the site supervisor. Work does not restart until it has been assessed and controlled.	Check the survey covers every area to be opened up.	Site supervisor	Before work starts	
Electric shock from power tools and leads	Workers could get an electric shock from damaged tools or leads.	Cordless tools, or tools run from a 110V centre-tapped to earth (CTE) transformer. Tools and leads are checked before use and taken out of use if damaged. Leads are run where they will not be damaged or trip anyone.	None.			

Hazard	Who might be harmed and how	Controls in place	Further action needed	Who	When	Done
Household and visitors near the work	The homeowners, children and visitors could be hurt by tools, materials, dust or falling objects.	The rear garden is fenced off from the house. The family use the front door. The kitchen is screened off when the rear wall is opened. Tools and materials are not left out where children can reach them. The work area is left safe and tidy at the end of each day.	Agree with the homeowners which rooms and routes they will use.	Site supervisor	Before work starts	

Part 2: Method statement

Sequence of work

Step	What will be done	Who	Plant, equipment and materials	Controls for this step
1	Set up: welfare, skip, site fence and barriers. Brief the team on this RAMS.	Site supervisor	Fencing, barriers	Check the asbestos survey, service plans and engineer's drawings are on site.
2	Scan for services and mark them. Set out the extension.	Site supervisor	Cable avoidance tool and signal generator	Hand dig near any known or suspected service.
3	Dig the foundation trench.	Digger operator, labourer	Mini digger	Nobody near the digger while it moves. Spoil kept back from the edge.
4	Trench inspected (by building control too, if they have asked to see it). Pour the concrete foundations.	Bricklayer, labourer	Ready-mix concrete	Gloves and eye protection with wet concrete. Barriers stay up.
5	Build the walls up to ground floor level. Lay the floor slab.	Bricklayer, labourer	Mixer, disc cutter with water	Wet cutting. FFP3 masks when cutting.
6	Scaffold erected. Build the walls up to roof level.	Scaffolding contractor, bricklayer	Scaffold	Inspection tag checked before use.
7	Build the flat roof and fit the covering.	Carpenter, roofer	Cordless tools	Edge protection in place throughout.
8	Install temporary support and open the rear wall. Fit the steel beam.	Bricklayer, carpenter, labourer	Props, lifting aid	Supports exactly as the engineer's design. Dust screen to the kitchen.
9	Remove temporary supports once the engineer's design allows it.	Bricklayer	Hand tools	Supervisor confirms before any support comes out.
10	First fix, plaster, second fix and decorate.	Electrician, plumber, plasterer	Cordless tools	Electrician's own safe isolation procedure.
11	Strike the scaffold. Clean up and hand over.	Scaffolding contractor, site supervisor	Vacuum	Leave no waste or tools behind.

People and competence

Name	Role or trade	Relevant training, qualifications or cards
Site supervisor (example)	Supervisor	CSCS card. Site supervisor training. Emergency first aid at work. Asbestos awareness.
Bricklayer (example)	Bricklayer	CSCS card. Asbestos awareness.
Labourer (example)	Labourer	CSCS card. Asbestos awareness.
Carpenter (example)	Carpenter	CSCS card. Asbestos awareness.
Roofer (example)	Roofer	CSCS card. Asbestos awareness.
Plasterer (example)	Plasterer	CSCS card. Asbestos awareness.
Digger operator (example hire)	Plant operator	Valid plant operator card for the mini digger (for example CPCS or NPORS).
Scaffolders (example subcontractor)	Scaffolders	CISRS cards.
Electrician and plumber (example subcontractors)	Electrician, plumber	Qualified in their trades. Asbestos awareness.

Personal protective equipment (PPE)

PPE	Needed for which steps
Safety boots, hard hat and hi-vis	All steps outside
FFP3 mask (face-fit tested)	Steps 5 and 8 (cutting)
Gloves	Steps 4, 5 and 8
Eye protection and hearing protection	Steps 5 and 8 (cutting)

Emergencies

Record the arrangements for any foreseeable emergency, including how to evacuate the site.

First aider Site supervisor (example)

First aid kit location In the welfare unit in the rear garden

Nearest A&E (name and address) [Before work starts, find and write in the nearest A&E department and its address]

Assembly point Front garden, by the gate

How to raise the alarm Shout to everyone on site and in the house. Call 999.

Site contact and phone number Site supervisor: 01632 960123 (fictional number)

If there is serious and imminent danger, workers should stop work immediately, report it and go to a place of safety.

Who workers report danger to Site supervisor (example)

Briefing record

Brief everyone doing the work on this RAMS before the work begins. Each person signs to confirm.

Name	Company	Signature	Date
Site supervisor (example)	Example Building Co.		
Bricklayer (example)	Example Building Co.		
Labourer (example)	Example Building Co.		
Carpenter (example)	Example Building Co.		
Roofer (example)	Example Building Co.		
Plasterer (example)	Example Building Co.		
Digger operator (example)	Example Plant Hire (fictional)		
Scaffolders (example)	Example Scaffolding (fictional)		
Electrician (example)	Example Electrical (fictional)		
Plumber (example)	Example Plumbing (fictional)		

Approval

	Name	Signature	Date
Prepared by	Site supervisor (example)		
Approved by	Director, Example Building Co. (example)		

Based on: HSE's five steps to managing risk; CDM 2015, regulations 15 and 30; the Work at Height Regulations 2005, regulation 6; HSE guidance on excavations, underground services (HSG47), temporary works, scaffolds, asbestos, construction dust, electricity and manual handling.

- HSE, Managing risks and risk assessment at work: steps needed to manage risk: https://www.hse.gov.uk/simple-health-safety/risk/steps-needed-to-manage-risk.htm
- CDM 2015, regulation 15: https://www.legislation.gov.uk/uksi/2015/51/regulation/15
- CDM 2015, regulation 30: https://www.legislation.gov.uk/uksi/2015/51/regulation/30
- Work at Height Regulations 2005, regulation 6: https://www.legislation.gov.uk/uksi/2005/735/regulation/6
- HSE, Excavations: https://www.hse.gov.uk/construction/safetytopics/excavations.htm
- HSE, Avoiding danger from underground services (HSG47): https://www.hse.gov.uk/pubns/books/hsg47.htm
- HSE, Temporary works: https://www.hse.gov.uk/construction/safetytopics/temporary-works.htm
- HSE, Scaffolds: https://www.hse.gov.uk/construction/safetytopics/scaffoldinginfo.htm
- HSE, A worker's guide to asbestos safety: https://www.hse.gov.uk/asbestos/workers.htm
- HSE, Construction dust: https://www.hse.gov.uk/construction/healthrisks/hazardous-substances/construction-dust.htm
- HSE, Electricity: systems in buildings: https://www.hse.gov.uk/construction/safetytopics/systems.htm
- HSE, Manual handling at work: https://www.hse.gov.uk/msd/manual-handling/index.htm

Completed example from The Site Book, October 2026. This is an example for a fictional job. The company, people, address and phone number are made up. Do not copy it for real work: write your own RAMS for the actual job, site and team, and have a competent person check it.