RISK ASSESSMENT AND METHOD STATEMENT (RAMS)

Machine-Laid Asphalt Surfacing – Site Road and Car Park

Surfacing: planing/scabbling, bond coat, paver-laid base and surface course, rolling, ironwork adjustment and optional road markings

Document reference	[RAMS-XXX]
Revision	00 (Draft for review)
Contractor	[Contractor Name] (e.g. Example Surfacing Ltd)
Principal Contractor	[Principal Contractor Name] (e.g. Example Homes Construction Ltd)
Client	[Client Name]
Site	[Site Name], [Site Address], [Postcode]
Activity	Machine-laid hot asphalt surfacing to site road and car park, including preparation and ironwork
Planned start / duration	[DD/MM/YYYY] / [X] working days / shifts
Prepared by	ETM Safety Docs (ETM Consultancy) on behalf of [Contractor Name]

DRAFT FOR REVIEW: This RAMS is a DRAFT prepared for review. It is a site-specific template based on information supplied at the time of writing and must be checked, amended where necessary and approved by the contractor's competent person before any work starts. It must be read in conjunction with the Principal Contractor's Construction Phase Plan, site rules and any permits. Work must not proceed if site conditions differ from those described – stop, report to the supervisor and review the RAMS.

SAMPLE DOCUMENT: This document is a SAMPLE. All company, site, people and contact details are fictional placeholders shown in [square brackets] and must be replaced with real, verified information.

1. Document Control

Rev	Date	Description of change	Prepared by	Reviewed / approved by (competent person)
00	[DD/MM/YYYY]	First issue – draft for review	ETM Safety Docs (ETM Consultancy)	[Name], [Role]
01	[DD/MM/YYYY]	[Amendment details]	[Name]	[Name]

Prepared by ETM Safety Docs (ETM Consultancy) on behalf of [Contractor Name]. Responsibility for reviewing, approving and implementing this RAMS rests with [Contractor Name] and its appointed competent person.

Prepared by	ETM Safety Docs (ETM Consultancy) – [Consultant Name], on behalf of [Contractor Name]	**Signature / date**	_____ [DD/MM/YYYY]
Reviewed by	[Name], [H&S Adviser / Contracts Manager]	**Signature / date**	_____ [DD/MM/YYYY]
Approved by (competent person)	[Name], [Director / Contracts Manager]	**Signature / date**	_____ [DD/MM/YYYY]

Accepted by Principal Contractor	[Name], [Site Manager], [Principal Contractor Name]	**Signature / date**	_____ [DD/MM/YYYY]
Review date	[DD/MM/YYYY] or sooner if scope, method or conditions change	**Distribution**	Site file; Supervisor; Principal Contractor; Client (on request)

2. Project and Site Details

Project	[Project Name] – site road and car park surfacing, Phase [X]	**Site address**	[Site Address], [Town], [Postcode]
Principal Contractor	[Principal Contractor Name]	**Site Manager**	[Name] – [Phone]
Principal Designer	[Principal Designer Name]	**Pavement design / spec**	[Designer] – drawing ref [DWG-XXX Rev X]; specification [Ref]
Contractor contact	[Contracts Manager Name] – [Phone]	**Surfacing supervisor / foreman**	[Supervisor Name] – [Phone]
Asphalt supplier	[Supplier / Plant Name] – [Phone]	**Working hours**	[07:30–17:00] or as agreed / site rules
Location of works	[Road reference / car park area], approx. [X] m² as marked on drawing [DWG-XXX]	**Live traffic interface**	[None – closed private site / Yes – public highway interface at [location]]
Traffic management	[TM plan / drawing ref]; [TM contractor if applicable]	**Notifiable project (CDM 2015)**	[Yes / No] – F10 ref [XXXX] if applicable

Reference documents

- Principal Contractor's Construction Phase Plan, site rules and site traffic management plan
- Surfacing drawings, levels and specification: [DWG-XXX Rev X] / [Spec Ref]; asphalt material data sheets
- Service records / utility plans and any overhead line information: [Ref]
- Traffic Signs Manual Chapter 8 and the Safety at Street Works and Road Works Code of Practice (where works affect a public highway or live traffic)
- HSE guidance including HSG144 Safe use of vehicles on construction sites, HSG47 Avoiding danger from underground services, GS6 Avoiding danger from overhead power lines, HSG150 Health and safety in construction, and the Construction (Design and Management) Regulations 2015

3. Scope of Works

[Contractor Name] will supply and machine-lay hot asphalt to the site road and car park of approximately [X] m², comprising [X] mm [binder/base course type] and [X] mm [surface course type], in accordance with the drawings and specification.

Included

- Set-up of traffic management and exclusion zones
- Planing / scabbling of existing surfaces or high spots where needed, and sweeping
- Adjustment of ironwork (covers, gullies, frames) to finished levels
- Application of tack / bond coat by sprayer or hand lance
- Paver laying of hot asphalt base/binder course and surface course, with hand raking at edges and around ironwork
- Compaction by tandem / pneumatic roller; joint sealing as specified
- Optional: road markings (thermoplastic / paint) – subject to confirmation

Excluded / by others

- Sub-base construction and kerbing (unless separately agreed)
- Drainage installation
- Permanent traffic signs and street lighting
- Works on the adopted public highway without the required permits / notices (separate RAMS and TM)

4. Sequence of Works – Method Statement

The supervisor will brief all operatives on this RAMS before work starts and record attendance on the sign-off sheet (Section 16). Any change to the method or conditions must be reported to the supervisor before continuing.

Step	Activity	Method / key controls
1	Pre-start checks	• Confirm RAMS approved and briefed; permits issued (permit to break ground for any excavation, hot works if required). • Check plant pre-use inspection records (paver, rollers, planer, sweeper, tipper wagons); confirm reversing aids, beacons and alarms work. • Confirm asphalt delivery schedule, temperatures and quantities with supplier; check weather forecast against specification limits.
2	Traffic management and exclusion zones	• Install traffic management to the agreed TM plan; on or affecting a public highway, set out signs, cones and barriers to Chapter 8 / Safety at Street Works by trained and accredited operatives. • Establish pedestrian diversions and segregation; agree vehicle routes, turning and tipping points with the Site Manager. • Appoint a trained vehicle marshaller (banksman) to control all reversing movements.
3	Survey and services	• Check for underground services where planing or ironwork excavation will occur; CAT and Genny scan and mark. • Identify overhead lines/structures near tipping and planer conveyor operations; set goalposts / height restrictions where needed (GS6).
4	Planing / scabbling (where needed)	• Planer operated by carded operator with water suppression working; operatives kept clear of drum and conveyor. • Planings loaded to tipper under marshaller control; sweep area with road sweeper (water suppression on).
5	Ironwork adjustment	• Break out around ironwork using low-vibration tools with dust suppression; lift frames with mechanical aids. • Reset frames to level on approved bedding; cover open chambers and protect until surfacing; cure as product guidance.
6	Tack / bond coat	• Apply bond coat by sprayer or hand lance at the specified rate; keep pedestrians and vehicles off sprayed areas. • Operatives wear chemical-resistant gloves, eye protection and coveralls; avoid overspray onto ironwork, kerbs and vehicles.
7	Delivery and tipping of asphalt	• Tipper wagons reverse to paver only under the direction of the marshaller; drivers remain in cab during tipping; tailgates and sheeting handled safely from ground level where possible. • Check overhead clearance before raising tipper bodies; check delivery temperature.
8	Paver laying	• Paver operator and screed operators trained and carded; screed heating checked; no one between paver and reversing wagons. • Rakers / lute operators work at edges and around ironwork; rotate tasks to manage heat and manual handling.

Step	Activity	Method / key controls
9	Compaction	• Roller operators follow rolling pattern; maintain separation from rakers; rollers fitted with ROPS, seat belts, beacons and reversing alarms/cameras. • Do not stand rollers on hot mat; use water / approved release agent on drums sparingly.
10	Joints and finishing	• Cut and seal joints as specified using wet cutting / extraction; apply joint sealant per COSHH assessment. • Check levels, surface regularity and falls; record laying temperatures and tonnages.
11	Road markings (optional)	• Thermoplastic applied by trained operatives; gas cylinders secured and checked; fire extinguisher at point of work; hot works controls applied.
12	Completion	• Allow surface to cool before opening to traffic; remove TM in reverse order of installation. • Clear waste and surplus materials to designated skips; close permits; hand over to Site Manager.

5. Personnel, Roles, Competencies and Training

Role	Name	Responsibilities	Minimum competency / training
Contracts Manager	[Name]	Overall planning, resourcing and approval of this RAMS	SMSTS or equivalent; relevant surfacing experience
Surfacing Supervisor / Foreman	[Name]	Briefing, day-to-day control, TM checks, permits, temperature records, stopping work if unsafe	SSSTS / SMSTS; CSCS Supervisor card; NRSWA Supervisor where works are on public highway
Paver Operator	[Name]	Safe operation of paver and screed	CPCS (A26 or relevant category) / NPORS paver card, or equivalent recognised scheme
Roller Operator(s)	[Name]	Safe operation of rollers; rolling pattern	CPCS (A31) / NPORS (N211) ride-on roller
Planer Operator	[Name]	Safe operation of planer and conveyor	CPCS / NPORS planer card or equivalent recognised scheme
Vehicle Marshaller / Banksman	[Name]	Controlling reversing wagons and plant	CPCS (A73) / NPORS (N109) or equivalent recognised training
Traffic Management Operatives	[Names]	Installing, maintaining and removing TM	NHSS 12D (or 12AB for high-speed roads) / Lantra or equivalent; NRSWA operative where applicable
Surfacing Operatives (rakers, screedsmen)	[Names]	Raking, luting, bond coat application, ironwork	CSCS card; site induction; manual handling, COSHH, HAVS and burns awareness
Road Marking Operatives (if applicable)	[Names]	Thermoplastic / paint lining	Recognised road marking qualification (e.g. NHSS 7 / Lantra); LPG safe handling
First Aider	[Name]	First aid including burns treatment	First Aid at Work (FAW) or Emergency First Aid at Work (EFAW) – in date

Copies of competency cards and training records will be held on site and made available to the Principal Contractor on request. All personnel must complete the Principal Contractor's site induction before starting work. Card categories shown are typical and should be confirmed for the specific plant used.

6. Plant, Equipment and Materials

Item	Details / checks
Asphalt paver ([type/model])	Daily pre-use check; screed heaters, guards and emergency stops working; beacon, reversing alarm and camera
Tandem / pneumatic roller(s)	Daily pre-use check; ROPS, seat belt, beacon, reversing alarm/camera; water system working
Planer ([X] m drum) and road sweeper	Daily pre-use check; water suppression and on-board dust controls working; guards and conveyor emergency stops
Tipper wagons (supplier)	Reversing alarms, cameras; drivers inducted to site rules; sheeted loads
Bond coat sprayer / hand lance	Pressure system checked; hoses and fittings in good condition; spill kit present
Gas burners / hot boxes / heaters	LPG cylinders upright and secured; hoses, regulators and valves checked; flashback arrestors fitted; fire extinguisher at point of use
Hand tools	Rakes, lutes, shovels and tampers with good handles; heat-resistant grips
Powered tools (breakers, saws, plate compactor)	Low-vibration models; HAV magnitudes known; wet cutting / extraction for saws
Traffic management equipment	Signs, cones, barriers, lamps to Chapter 8; pedestrian barriers; stop/go boards if required
Materials	Hot asphalt base/binder and surface course ([specification]); bond coat emulsion; release agent; joint sealant; ironwork bedding mortar; road marking material (optional)

7. Personal Protective Equipment (PPE)

PPE is the last line of defence and supplements the controls in this RAMS. Minimum site PPE must be worn at all times:

PPE	Standard / note	When required
Safety helmet	EN 397	At all times on site unless site rules permit otherwise in a defined zone
High-visibility clothing	EN ISO 20471 Class 3 (full-sleeved jacket and trousers) for highway works	At all times; long sleeves to protect against hot materials
Safety boots	EN ISO 20345 S3 with heat-resistant soles (HRO)	At all times – working on hot asphalt
Gloves	Heat-resistant (EN 407); chemical-resistant (EN 374)	Handling hot materials and tools; bond coat, release agent and sealant
Eye / face protection	EN 166	Bond coat spraying, cutting, breaking out, handling hot materials
Hearing protection	EN 352, suitable attenuation	Near planer, breakers, saws and where noise assessment requires
Respiratory protection	FFP3 (EN 149), face-fit tested	Planing, cutting or breaking out where water suppression / extraction is not sufficient
Coveralls / long trousers	Flame-retardant where hot works / gas burners are used	Throughout surfacing works; no shorts or bare arms

8. Risk Assessment

Who may be harmed: O = Operatives; P = Plant operators; S = Supervisors / site staff; V = Visitors; MP = Members of the public; OT = Other trades.

No.	Hazard / activity	Who at risk	L	S	Initial	Control measures	L	S	Residual
1	**Hot materials and burns** Contact with hot asphalt, screed, hot tools or rollers	O, P	4	4	**16 High**	• Long-sleeved hi-vis, long trousers, heat-resistant gloves and HRO boots worn at all times. • Never touch hot screed or heated components; guards fitted; stay clear of tipping chute and hopper. • Burns first aid (cool running water) available at point of work; trained first aider on site. • Rotate raking tasks; provide drinking water; brief on signs of heat stress.	2	3	**6 Medium**
2	**Fumes and bitumen** Inhalation of bitumen fumes; skin contact with bitumen products	O, P	3	3	**9 Medium**	• Lay at specified temperatures (avoid overheating); stand upwind of the paver hopper and screed where practicable. • Use paver fume extraction where fitted; minimise time near hot boxes. • Gloves and long sleeves; barrier cream / skin care regime; wash before eating, drinking or smoking.	2	2	**4 Low**
3	**Plant movement and reversing** Struck by paver, rollers, planer or reversing tipper wagons	O, S, V, MP	4	5	**20 High**	• Trained and carded operators only; pre-use checks; reversing alarms, cameras and beacons working. • Trained vehicle marshaller controls all reversing; no reversing without marshaller in view of driver. • Defined exclusion zones; pedestrians kept out of plant working area; no one between paver and wagon. • One-way routes and turning points agreed; speed limits enforced; drivers inducted on site rules. • Rollers keep separation from rakers; operatives make eye contact with operator before approaching.	1	5	**5 Low**
4	**Traffic management / live traffic** Struck by live traffic; public entering works	O, MP, V	4	5	**20 High**	• TM designed, installed, maintained and removed by trained, accredited operatives to Chapter 8 / Safety at Street Works where applicable. • Safety zones and lateral clearances maintained; works vehicles enter/exit via controlled points. • Pedestrian routes kept open and segregated, including accessible routes; TM checked regularly and logged. • Stop works if TM is damaged or ineffective until restored.	1	5	**5 Low**
5	**Noise** Planer, breakers, saws and plant	O, P, OT, MP	3	3	**9 Medium**	• Quieter plant selected; engines off when idle; cabs closed. • Hearing protection zones and hearing protection issued and worn; job rotation. • Health surveillance where required by the noise assessment; work within permitted hours.	2	2	**4 Low**
6	**Hand-arm vibration (HAVS)** Breakers, saws, plate compactors and hand tampers	O	3	3	**9 Medium**	• Use low-vibration tools; maintain tools; minimise breaking out by planning. • Record trigger times against exposure action value; job rotation. • HAVS training; health surveillance for regular users; report symptoms to supervisor.	2	2	**4 Low**

No.	Hazard / activity	Who at risk	L	S	Initial	Control measures	L	S	Residual
7	**Silica dust** Respirable crystalline silica from planing, cutting and breaking out	O, P, OT, MP	4	4	**16 High**	• Planer and sweeper water suppression / dust controls checked before use and in working order. • Wet cutting or on-tool extraction for saws and breakers. • FFP3 RPE (face-fit tested) where required; clean-up by wet methods or vacuum, not dry sweeping. • Health surveillance where required.	2	3	**6 Medium**
8	**Slips, trips and falls** Uneven surfaces, edges, open ironwork, bond coat and hoses	O, S, OT	3	3	**9 Medium**	• Good housekeeping; materials and tools stored clear of walkways. • Open chambers covered or fenced; level differences marked. • Avoid walking on fresh bond coat; adequate lighting.	2	2	**4 Low**
9	**Manual handling** Raking, luting, shovelling; lifting ironwork, signs and cylinders	O	4	3	**12 Medium**	• Rotate rakers and lute operators; use the paver to place material accurately to reduce hand work. • Mechanical aids for ironwork and gas cylinders (cover lifters, trolleys); team lifts where needed. • Manual handling training; correct technique; good-condition tools.	2	2	**4 Low**
10	**Overhead services** Tipper bodies, planer conveyor or plant contacting overhead lines/structures	P, O	2	5	**10 Medium**	• Identify overhead lines in planning; consult network operator where required (GS6). • Goalposts / barriers and height warning signs; no tipping within the exclusion zone. • Marshaller checks clearance before tipper bodies or conveyors are raised.	1	5	**5 Low**
11	**Underground services** Striking services during planing, breaking out or ironwork excavation	O, P	3	5	**15 High**	• Review service records; CAT and Genny scan and mark; permit to break ground where required (HSG47). • Confirm planing depth will not reach services; hand-dig around ironwork using safe digging practices. • Stop work and follow emergency procedure if a service is struck.	1	5	**5 Low**
12	**Weather** Rain, low temperatures, wind, heat or poor light	O, P, S	3	3	**9 Medium**	• Check forecast; lay only within specification limits for temperature and rainfall. • Heat stress controls in hot weather (water, breaks, shade); suitable clothing in cold or wet weather. • Task lighting for early or late working; supervisor may stop work.	1	3	**3 Low**
13	**Fire and gas** Gas burners, hot boxes, LPG cylinders, thermoplastic heaters	O, MP	3	5	**15 High**	• Hot works permit where required; LPG cylinders upright, secured and away from heat; hoses, regulators and flashback arrestors checked. • Fire extinguisher at point of work; no smoking; cylinders shut off when not in use and removed at end of shift. • Trained operatives only; leak check before lighting; follow manufacturer's instructions.	1	5	**5 Low**
14	**COSHH – bond coat and release agents** Skin/eye contact, inhalation of spray mist	O	3	3	**9 Medium**	• COSHH assessments and SDS available and briefed (Section 13). • Chemical-resistant gloves, eye protection and coveralls; spray downwind and at low pressure. • Use release agents sparingly; washing facilities available; spill kit on site.	1	3	**3 Low**

No.	Hazard / activity	Who at risk	L	S	Initial	Control measures	L	S	Residual
15	**Emergency situations** Burns, injury, plant incident, fire, service strike or spillage	All	2	5	**10** **Medium**	• Emergency arrangements briefed (Section 12); trained first aider and burns kit on site. • Emergency contact numbers displayed; nearest A&E route known. • Spill kit and fire extinguishers on site; incidents reported to Site Manager.	1	5	**5** **Low**

Risk matrix and rating key

Risk rating = Likelihood (L) × Severity (S). Each is scored 1–5. Initial ratings assume no specific controls; residual ratings assume the control measures listed are in place and maintained. Work must not start where a residual rating remains High.

Likelihood ↓ / Severity →	1 – Negligible (no injury / first aid)	2 – Minor (first aid / short absence)	3 – Moderate (lost-time injury)	4 – Major (RIDDOR-reportable / serious)	5 – Catastrophic (fatality / multiple serious)
5 – Very likely	**5**	**10**	**15**	**20**	**25**
4 – Likely	**4**	**8**	**12**	**16**	**20**
3 – Possible	**3**	**6**	**9**	**12**	**15**
2 – Unlikely	**2**	**4**	**6**	**8**	**10**
1 – Very unlikely	**1**	**2**	**3**	**4**	**5**

Score	Rating	Action required
1–5	Low	Acceptable. Maintain controls and monitor.
6–12	Medium	Tolerable only with controls in place. Supervisor to confirm controls before and during work; reduce further where reasonably practicable.
15–25	High	Unacceptable. Do not start or continue work. Re-plan and introduce further controls until risk is reduced.

9. Permits and Authorisations

Permit / authorisation	Issued by	Notes
Permit to break ground / dig	[Principal Contractor Site Manager]	Required for planing to depth, breaking out or excavation around ironwork; includes service information and CAT and Genny results
Hot works permit	[Principal Contractor]	For gas burners, hot boxes or thermoplastic road marking, as required by site rules
Traffic management approval	[Site Manager / Highway Authority]	Site TM plan agreed; for public highway works, street works permit / notice under the relevant permit scheme and NRSWA
Overhead line clearance	[Network operator / Site Manager]	Where tipping or plant operates near overhead lines
Road closure / TTRO	[Highway Authority]	Only if works require closure of a public road

10. Environmental Controls

- **Run-off:** Protect gullies and drains from bond coat, planings and slurry (e.g. gully covers); prevent cutting slurry entering drains or watercourses.
- **Spill prevention:** Spill kits with sprayer and plant; refuelling at designated areas on drip trays; report spills immediately.
- **Waste:** Planings segregated and reused or removed under appropriate waste controls; surplus asphalt and packaging to designated skips; waste transfer notes retained.
- **Dust and fumes:** Water suppression on planer and sweeper; avoid overheating material; consider neighbours and wind direction.
- **Noise:** Work within agreed hours; switch off idling plant; brief neighbours via Principal Contractor where required.
- **Overspray:** Mask kerbs, ironwork and adjacent surfaces where needed; protect vehicles and property.

11. Welfare Arrangements

Welfare facilities are provided by [Principal Contractor Name] in accordance with Schedule 2 of CDM 2015, located at [location of welfare cabins]. These include toilets, washing facilities with hot and cold running water, soap and drying, drinking water, a heated rest area for taking breaks and eating, and a drying room / storage for clothing. Additional drinking water will be available at the point of work during hot weather and when working near hot materials. Operatives must wash hands before eating, drinking or smoking.

12. Emergency and First Aid Arrangements

Emergency services	999 / 112	**Site address for emergency services**	[Site Address], [Postcode] – what3words: [///xxx.xxx.xxx]
Nearest A&E	[Hospital Name], [Address], [Phone]	**Route to A&E**	[Brief directions / map attached at Appendix A]
First aider(s)	[Name] – [Phone]	**First aid / burns kit location**	[Welfare cabin / site vehicle / point of work]
Site Manager	[Name] – [Phone]	**Assembly point**	[Location as per site induction]
Gas emergency	0800 111 999	**Electricity network (power cut / damage)**	105
Asphalt supplier	[Supplier] – [Phone]	**Environment Agency incident line**	0800 80 70 60

In the event of an incident

- Stop work, make the area safe and raise the alarm; call the first aider and, if needed, 999.
- Burns: cool the burn under cool running water as per first aid training; do not attempt to remove asphalt stuck to skin; seek medical attention.
- Fire / gas leak: isolate cylinders if safe, evacuate, use extinguisher only if trained and safe; call 999.
- Spillage: contain with spill kit, protect drains, inform Site Manager.
- Report all incidents and near misses to the supervisor and Site Manager; RIDDOR reporting by the responsible person where applicable.

13. COSHH References

Substance	Use	COSHH assessment / SDS ref	Key controls
Hot asphalt / bitumen fumes	Surfacing	[COSHH-XXX] / supplier SDS	Lay at specified temperature; stand upwind; gloves, long sleeves; hygiene
Bond coat / tack coat emulsion	Bond between layers	[COSHH-XXX] / SDS on file	Chemical gloves, eye protection, coveralls; spill kit; protect drains
Release agent	Tools, roller drums, wagon bodies	[COSHH-XXX]	Use approved product sparingly; gloves; avoid diesel as release agent
Joint sealant / crack sealant	Joints and edges	[COSHH-XXX]	Gloves, eye protection; follow product heating instructions
Silica dust (RCS)	Planing, cutting, breaking out	[COSHH-XXX]	Water suppression / extraction; FFP3 RPE; wet clean-up
Cementitious bedding mortar	Ironwork bedding	[COSHH-XXX]	Gloves, eye protection; avoid skin contact
LPG / diesel / road marking material	Heating, fuel, lining	[COSHH-XXX]	Store and handle per SDS; fire controls; spill kit

14. Health Monitoring – Noise, Vibration and Dust

Exposure to noise, hand-arm vibration and respirable crystalline silica will be assessed and controlled under the Control of Noise at Work Regulations 2005, the Control of Vibration at Work Regulations 2005 and the Control of Substances Hazardous to Health Regulations 2002 (as amended). Tool vibration magnitudes and trigger times are recorded on the HAV exposure record [Ref]. Health surveillance is provided for operatives identified as at risk.

15. Monitoring and Review

- The supervisor will monitor compliance with this RAMS daily, including TM inspections, plant checks and laying temperature records.
- The RAMS will be reviewed: before work starts; if the scope, method, plant, personnel, traffic arrangements or site conditions change; after any incident or near miss; and at the review date in Document Control.
- Operatives must stop work and report to the supervisor if they believe the method is unsafe or conditions have changed.
- Any revision must be re-approved by the competent person and re-briefed to all affected operatives.

16. Operative Briefing Sign-off Sheet

By signing below I confirm that I have been briefed on, understand and will comply with this RAMS (Machine-Laid Asphalt Surfacing, Ref [RAMS-XXX]), including the hazards, control measures, permits, PPE, emergency arrangements and my right and duty to stop work if it becomes unsafe. I hold the competency card(s) stated and I am fit for work.

Briefing given by	[Name / role]	**Date**	[DD/MM/YYYY]	**RAMS Ref / Rev**	[RAMS-XXX] / [00]

No.	Print name	Company	Role / trade	Card type & number (CSCS / CPCS / NPORS etc.)	Signature	Date
1						
2						
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