

## Risk Assessment & Method Statement (RAMs)

### Evaluation and Monitoring Checklist

Use this checklist to review risk assessments and method statements.

For support, please contact the Health, Safety and Welfare Team by e-mailing: [safetyadvice@gov.im](mailto:safetyadvice@gov.im)

<b>Basic Content</b>	<b>Yes</b>	<b>No</b>
Risk assessments usually follow the '5-steps' approach but there is no set format for method statements. So, whether risk assessments and methods are separate documents or combined, are these key points covered:		
<ul style="list-style-type: none"> <li>The work to be carried out, broken down into steps or stages?</li> </ul>		
<ul style="list-style-type: none"> <li>The hazards at each step/stage?</li> </ul>		
<ul style="list-style-type: none"> <li>Who might be at risk and how?</li> </ul>		
<ul style="list-style-type: none"> <li>Rating/evaluation of the risk?</li> </ul>		
<ul style="list-style-type: none"> <li>Details of precautions taken or to be taken?</li> </ul>		
<ul style="list-style-type: none"> <li>Commitment to review (keeping the documents up to date)? (Note: lack of reference to Covid-19 suggests no RAMs update in the last few months.)</li> </ul>		
<ul style="list-style-type: none"> <li>Commitment to monitoring (to ensure the necessary precautions are actually taken and checked for their effectiveness)?</li> </ul>		
Comment:		
<b>Evaluation: Use RAMs to Rate Your Contractor/Provider on Paper</b>		
<ul style="list-style-type: none"> <li>Are the RAMs specific to this work at this site? (Use of generic assessments is fine, but if this work creates hazards not included in their standard assessment, they should be covered. Conversely, anything not relevant to this work should have been deleted.)</li> </ul>		
<ul style="list-style-type: none"> <li>Have health hazards (noise, dust, vibration, Covid-19) been included as well as safety hazards such as work at height and electric shock?</li> </ul>		
<ul style="list-style-type: none"> <li>Have any chemicals been assessed? (Consider especially risks to health, of fire/explosion and to the environment.)</li> </ul>		
<ul style="list-style-type: none"> <li>If the work involves high risk features such as 'hot work' (welding, flame cutting and grinding) or any work in confined spaces, are these aspects covered in detail?</li> </ul>		
<ul style="list-style-type: none"> <li>Are risk ratings realistic?</li> </ul>		
<ul style="list-style-type: none"> <li>Do the existing and proposed precautions make sense?</li> </ul>		
<ul style="list-style-type: none"> <li>Do the RAMs avoid glaring omissions: e.g. project involves work at height but</li> </ul>		



falls are not mentioned?		
<ul style="list-style-type: none"> <li>Do the RAMs avoid catch-all generalities such as 'suitable PPE', 'adequate safeguards' and 'where necessary'?</li> </ul>		
<ul style="list-style-type: none"> <li>Have you told the contractor/service provider about any latent hazards such as asbestos, flammable materials and plant under pressure?</li> </ul>		
Comment:		
<b>Monitoring: Use RAMs to Rate Your Contractor/Provider in Practice</b>		
<ul style="list-style-type: none"> <li>Do you hold the contractor/provider accountable for carrying out the work safely, in line with the RAMs?</li> </ul>		
<ul style="list-style-type: none"> <li>Is there a clear point of contact (e.g. manager, supervisor or team leader) with whom you can raise any issues of concern?</li> </ul>		
<ul style="list-style-type: none"> <li>Do the contractors/providers monitor any sub-contractors/third parties as well as their own direct employees?</li> </ul>		
<ul style="list-style-type: none"> <li>Do they have copies of the RAMs?</li> </ul>		
<ul style="list-style-type: none"> <li>Are the precautions mentioned in the RAMs taken in practice? (You should at a glance see evidence of the safeguards promised by the RAMs. If not, challenge the contractor/provider.)</li> </ul>		
<ul style="list-style-type: none"> <li>Do contractors/providers themselves monitor whether the RAMs are being adhered to and act when shortfalls are found?</li> </ul>		
Comment:		

