



Fire Door Replacement – Riverside Apartments

DOCUMENT INFORMATION

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1.0 Site Overview

Site

Fire Door Replacement – Riverside Apartments

Start date

19 February 2026

Site Address

Riverside Apartments, Portsmouth, PO1

Site Supervisor

John

Principal Contractor

Riverside Property Management Ltd

Site Supervisor phone

07456574854

Location

Riverside Apartments, Portsmouth, PO1

Trade

Carpenter & Joiner

1.1 Scope of Works

Installation of FD30 fire-rated timber doors within an occupied residential block. Works include fitting new fire doors into existing frames, adjusting door gaps to compliant tolerances, installing intumescent seals, fitting approved ironmongery, and sealing frame perimeters using certified fire-rated materials where required. All works carried out in accordance with manufacturer instructions and site fire safety requirements.

1.2 RAMS Compliance Summary

RAMS COMPLIANCE SUMMARY

This Risk Assessment & Method Statement has been produced using SmartRAMS from the job information provided and structured for submission on UK construction sites.

- ✓ **CDM 2015 considered** — Structured to support duties under the Construction (Design and Management) Regulations 2015, based on the information provided.
- ✓ **Job-input driven hazards & controls** — Assembled from job details, site conditions and selected work elements.
- ✓ **Significant risks addressed** — Higher-risk activities associated with the described works have been considered where identified.
- ✓ **Task-matched PPE** — Matched to the described activity and site rules, with UK standards referenced where applicable.
- ✓ **Site-ready layout** — Formatted for review by principal contractors and site management teams.

Note: This RAMS must be reviewed by the duty holder on site and updated if conditions, scope or methods change.

1.3 Site Arrangements

1.3.1 First Aid Provision

First aid arrangements on site shall be provided in line with the Principal Contractor's site set-up and communicated during the site induction. Operatives shall familiarise themselves with the location of first aid equipment and how to contact a first aider.

1.3.2 Welfare Provision

Welfare facilities on site shall be provided and maintained by the Principal Contractor unless otherwise agreed. Operatives shall use designated welfare areas and maintain good housekeeping standards.

1.3.3 Manual Handling

Where possible, loads and materials shall be moved using mechanical or assisted means. Where manual handling is required, operatives shall plan the lift, keep loads close to the body, avoid twisting, and use team lifts for awkward or heavy items.

1.3.4 Tools, Plant & Equipment

All tools, plant and equipment used shall be suitable for the task, maintained in safe working order and used in accordance with the manufacturer's instructions and site rules. Defective equipment shall be removed from service immediately.

1.3.5 Waste & Environmental Management

All waste shall be managed in accordance with site rules and the Principal Contractor's waste management plan. Waste materials shall be disposed of in designated skips or containers as instructed.

2.0 Relevant Legislation & Guidance

This RAMS has been prepared with reference to the following key UK health & safety legislation and guidance.

Core Health & Safety Law

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Manual Handling Operations Regulations 1992
- Provision and Use of Work Equipment Regulations 1998

Regulations & Industry Guidance

- PPE Regulations 1992
- COSHH 2002
- Work at Height Regulations 2005
- Construction (Design and Management) Regulations 2015

3.0 Roles & Responsibilities

Everyone has legal duties under UK health and safety law. The cards below summarise the key responsibilities for those involved in this RAMS.

Employer / SmartRAMS User

- Provide a suitable and sufficient RAMS for the work activities.
- Ensure operatives are competent, trained and properly supervised.
- Provide adequate PPE, tools, equipment and welfare facilities.
- Review and update RAMS if conditions, methods or risks change.
- Co-ordinate with the Principal Contractor and other duty holders.

Site Supervisor

- Brief workers on this RAMS and the safe system of work before starting.
- Monitor standards on site and stop work if conditions become unsafe.
- Ensure the control measures in this RAMS are implemented and maintained.
- Record incidents, near-misses and defects and ensure corrective action is taken.
- Liaise with the Principal Contractor, Client and other trades on site.

Operatives

- Read, understand and follow this RAMS and any site rules at all times.
- Use tools, plant and PPE correctly and report defects immediately.
- Do not carry out tasks for which you are not trained or authorised.
- Report hazards, unsafe conditions and near-misses without delay.
- Stop work and inform the Supervisor if you believe the work cannot be carried out safely.

Reminder: Signing to say the RAMS has been read is not a tick-box exercise. Operatives must actually understand the contents and ask for clarification if they are unsure about any part of the work or the control measures.

Sequence of Works

1. Confirm the work location, access arrangements, and immediate work area relevant to the installation of fire-rated timber doors.
2. Ensure the work area is clear, safe, and suitable for the planned installation of fire doors.
3. Position materials, components, tools, and equipment required for the installation of fire doors within the work area.
4. Mark out fixing points, openings, levels, or reference lines as required for the installation of fire-rated doors.
5. Prepare fixing surfaces, openings, or supporting structures where required for the fire door installation.
6. Install, position, or carry out work on the identified fire-rated timber doors in accordance with the planned activity.
7. Secure, fix, connect, or assemble the installed fire doors and associated ironmongery as required for the activity.
8. Check alignment, positioning, and fixings during installation of the fire doors and make adjustments where necessary.
9. Complete final installation elements associated with the fire-rated timber door installation.
10. Carry out final checks to confirm the fire door installation is complete and suitable for its intended purpose.
11. Remove waste materials arising from the fire door installation activity.
12. Leave the work area clean, tidy, and safe on completion of the fire-rated timber door installation.

Note: The sequence is generated specifically for this activity. Supervisors must confirm it matches the planned method of work on site.

Identified Hazards

- Exposure to high noise levels resulting from the use of powered tools and fixing operations.
- Risk of eye injuries due to debris created during cutting, drilling, or fixing activities.
- Injury from manual handling when lifting and positioning materials and components.
- Risk of cuts, abrasions, or puncture injuries while handling materials, fixings, or tools.
- Slips and trips caused by tools, cables, packaging, and offcuts present in the work area.
- Musculoskeletal strain resulting from repetitive fixing tasks, awkward postures, or prolonged handling.
- Struck-by injuries arising from moving or falling materials and components.
- Injury associated with the use of hand tools and general site tools during installation tasks.

Control Measures

- Materials must be positioned and supported effectively to prevent movement during cutting and fixing operations.
- Hand and power tools are to be used exclusively for their intended purposes and specific tasks.
- Tasks are to be sequenced to avoid awkward reaching and unsafe working positions.
- Timber and components must be handled in a controlled manner during the positioning process.
- Fixings are to be secured immediately following the placement of components.
- Work areas must be kept tidy, with offcuts and waste removed on a regular basis.
- Materials should be stored to prevent collapse and to ensure access routes remain unobstructed.
- Work must be paused if any obstructions or unsafe conditions are identified.
- Noise exposure should be assessed and reduced where practicable. Suitable hearing protection must be provided and enforced where required; exposure duration should be limited, and equipment maintained to minimise noise output. Non-essential personnel must be kept clear of noisy work areas.
- Dust must be controlled at source using appropriate suppression or extraction methods where practicable. Suitable respiratory protective equipment must be provided where necessary, and good housekeeping maintained to prevent dust accumulation, minimising exposure to operatives and others.
- Fire stopping works are to be carried out by competent persons using suitable, tested systems in accordance with manufacturer's instructions and the site fire strategy. Fire-rated elements must be reinstated to the required standard, and penetrations sealed appropriately. Installation records shall be maintained as required by the Principal Contractor.
- The installation of FD30 fire-rated timber doors within an occupied residential block must be conducted. This includes fitting new fire doors into existing frames, adjusting door gaps to comply with tolerances, installing intumescent seals, fitting approved ironmongery, and sealing frame perimeters using certified fire-rated materials where required. All works must be completed in accordance with manufacturer instructions and site fire safety requirements.

Risk Assessment Summary Table

HAZARD	LIK. (BEF)	SEV. (BEF)	RISK (BEF)	CONTROL MEASURES	LIK. (AFT)	SEV. (AFT)	RESIDUAL	CTRL BY
Manual handling	4.00	4.00	16.00	Loads assessed prior to lifting, materials planned and sequenced, mechanical aids used where practicable, and safe lifting techniques followed.	2.00	3.00	6.00	Operative
Slips and trips	4.00	3.00	12.00	Work areas kept tidy, access routes maintained, spillages cleared promptly, and suitable footwear worn.	2.00	2.00	4.00	Operative
Hand tools	3.00	3.00	9.00	Tools maintained in good condition, used correctly, and appropriate PPE worn	2.00	2.00	4.00	Operative
Power tools	3.00	4.00	12.00	Equipment suitable for task, inspected before use, guards in place, and operators trained	2.00	3.00	6.00	Operative
Noise exposure	3.00	3.00	9.00	Exposure minimised through planning, quieter equipment used where practicable, and hearing protection provided	1.00	2.00	2.00	Operative
Dust generation	3.00	3.00	9.00	Dust generation minimised through planning, suitable control measures implemented, and exposure reduced where practicable. Appropriate PPE worn where required.	1.00	2.00	2.00	Operative
Working in occupied premises	3.00	3.00	9.00	Work coordinated with site management, areas segregated, and occupants informed	2.00	2.00	4.00	Operatives, Members of the public
Unauthorised access	3.00	3.00	9.00	Access routes maintained clear, signage installed, and work areas controlled	2.00	2.00	4.00	Supervisor
Contact with sharp edges	3.00	3.00	9.00	Edges managed and contact avoided	2.00	2.00	4.00	Operative
Musculoskeletal strain	4.00	4.00	16.00	Tasks planned to reduce repetitive movements, adequate breaks taken, and correct posture maintained.	2.00	3.00	6.00	Operative

Overall Project Risk Level: Medium

Medium

Personal Protective Equipment (PPE)



Safety Helmet
(EN 397)



Hi-Vis Vest (EN
ISO 20471)



Cut-Resistant
Gloves (EN 388)



Safety Footwear
(EN ISO 20345)

PPE requirements

Standard PPE requirements

All standard PPE required for site work shall be provided and worn at all times by company operatives and contractors in accordance with site rules and this RAMS.

Whilst on site, all operatives shall wear the above PPE unless otherwise stated within this document.

Specific PPE requirements

Any additional PPE requirements over and above the standard PPE identified above shall be detailed within the relevant COSHH assessment or specific risk assessments contained within this document.

Where additional PPE is required that is not considered standard, this shall be provided by the Principal Contractor, who will also ensure suitable information, instruction and training is given as required.

Compliance Measures, Monitoring & Review

Installation of FD30 fire-rated timber doors within an occupied residential block involves fitting new fire doors into existing frames, adjusting door gaps to compliant tolerances, installing intumescent seals, fitting approved ironmongery, and sealing frame perimeters using certified fire-rated materials where required. All works will be carried out in accordance with manufacturer instructions and site fire safety guidelines. Works will be planned and sequenced to allow activities to be undertaken in an organised manner and to minimise disruption within the immediate work area.

Communication will be maintained with site management and nearby operatives and occupants affected by the works to support the coordination of activities and the orderly progression of tasks.

The work area will be kept tidy and controlled during operations, with materials and waste managed to avoid unnecessary obstruction.

Local access routes associated with the works will be kept clear where practicable to support safe movement around the area.

The working environment will be monitored during activities, and any issues or unsafe conditions identified will be reported to site supervision.

Cooperation will be maintained with others working in or around the area to allow activities to proceed in a controlled and coordinated manner.

Upon completion of the works, the area will be left tidy and suitable for continued use.

Method Statement

Commence by attending the site to confirm the work area and access arrangements for the installation of FD30 fire-rated timber doors within the occupied residential block. This initial step is crucial to ensure that all logistics are adequately addressed before proceeding with the work.

Next, prepare the work area by clearing any obstacles and positioning materials necessary for the task at hand. This preparation will facilitate an efficient workflow and ensure that all required components are readily available for installation.

Following the preparation, measure, cut, and fit the components as needed for the installation of the fire doors. This step involves careful attention to detail to ensure that all components are appropriately sized and ready for secure fastening.

Once the components are ready, proceed to fix them securely in sequence. This stage is essential to maintain the integrity and intended functionality of the fire doors within the existing frames.

After installation, check the alignment and operation of the fire doors to confirm they function correctly and meet performance requirements. This verification helps to ensure that all installed doors are compliant with relevant standards.

Address any aesthetic concerns by making good the surrounding areas as required. This may involve finishing touches to ensure the work blends seamlessly with the existing environment.

Conclude the process by removing all waste materials generated during the installation and leaving the work area tidy. This final step is important for maintaining a clean and safe environment within the residential block.

Emergency Procedures

Immediate actions

- Stop work immediately and make the area safe if it is safe to do so.
- Raise the alarm and notify the Site Supervisor / Principal Contractor.
- Do not put yourself at risk — follow site emergency arrangements.

Emergency services

- Dial **999** and request Police / Fire / Ambulance as required.
- Provide the site address and clear directions to the incident location.

First aid & incident reporting

- First aid to be provided by a trained first aider in line with site arrangements.
- All injuries, near-misses, and dangerous occurrences must be reported to site management immediately.

Fire / evacuation

- If fire is suspected, raise the alarm, stop works, and evacuate via the nearest safe route.
- Proceed to the site muster point and await further instructions.
- Do not re-enter until authorised by site management / emergency services.

Spills & environmental incidents

- Stop the source if safe, contain the spill, and notify the Site Supervisor / Principal Contractor.
- Dispose of contaminated materials as instructed by site management.

COSHH – Hazardous Substances

The following hazardous substances have been identified based on the described works. The control measures listed must be implemented at all times.

Identified substances, hazards & controls



Hazardous substances identified:

Expanding Foam / Sealants

Associated hazards:

Vapours released during use may cause respiratory irritation. Skin and eye contact may cause irritation. Pressurised containers may rupture if exposed to heat.

Control measures:

- Ensure adequate ventilation is provided to minimise inhalation of vapours during use.
- Store expanding foam and sealants in a cool, dry place away from direct sunlight and heat sources.
- Keep containers securely closed when not in use to prevent vapour release and spills.
- Use products only in accordance with manufacturer instructions to control exposure.
- Dispose of unused materials and empty containers in line with manufacturer guidance and site waste procedures.

Briefing & Operative Sign-Off

Operative Name	Signature	Date
SmartRAMS		
Shane Jagger		