

Risk Assessment & Method Statement

Flooring Installer RAMS – Commercial LVT floor installation

Version: 1

PUBLISHED

Trade: Flooring Installer

Review Date: 31/12/2026

Basic Information

Organization: Precision Floor Systems Ltd

Client: Oakridge Workplace Ltd

Site: Oakridge Office Fit-out - Reading RG1 1AX

Scope of Work

This RAMS covers Commercial LVT floor installation at Oakridge Office Fit-out. It sets out the planned sequence of work, foreseeable hazards, control measures, permits, PPE, COSHH arrangements, emergency actions, and supervision requirements. The supervisor must review this document with the site-specific induction, construction phase plan, drawings, permits, and changing conditions before work starts.

Persons at Risk

Operatives, supervisors, visitors, neighbouring trades, and members of the public near the work area.

Hazards & Risk Assessment

4 hazards identified

Manual handling of flooring materials

Manual handling of flooring materials can affect operatives and adjacent trades during Commercial LVT floor installation. Controls are to be verified at the point of work by the supervisor.

Pre-Control: 14 (Medium Risk)

Post-Control: 5 (Low Risk)

Control Measures:

- Assess the load and route
- Use team lifts or handling aids
- Store materials close to the work area
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Dust from cutting and preparation

Dust from cutting and preparation can affect operatives and adjacent trades during Commercial LVT floor installation. Controls are to be verified at the point of work by the supervisor.

Pre-Control: 13 (Medium Risk)

Post-Control: 4 (Low Risk)

Control Measures:

- Use suitable dust extraction
- Select wet-cutting where appropriate
- Use suitable RPE identified by the assessment
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Adhesives, primers and solvent vapours

Adhesives, primers and solvent vapours can affect operatives and adjacent trades during Commercial LVT floor installation. Controls are to be verified at the point of work by the supervisor.

Pre-Control: 12 (Medium Risk)

Post-Control: 3 (Low Risk)

Control Measures:

- Review product safety information
- Provide ventilation
- Use suitable gloves and manage ignition sources
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Slips and trips from wet products and offcuts

Slips and trips from wet products and offcuts can affect operatives and adjacent trades during Commercial LVT floor installation. Controls are to be verified at the point of work by the supervisor.

Pre-Control: 11 (Medium Risk)

Post-Control: 3 (Low Risk)

Control Measures:

- Segregate the work area
- Remove offcuts regularly
- Mark wet or curing areas
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Method of Work

6 steps outlined

1

Confirm the flooring specification, product information and site conditions

Related hazards: Manual handling of flooring materials

2

Protect the work area and plan material storage and access

Related hazards: Dust from cutting and preparation

3

Prepare and inspect the subfloor

Related hazards: Adhesives, primers and solvent vapours

4

Cut and position materials using the selected controls

Related hazards: Slips and trips from wet products and offcuts

5

Apply products and fit the flooring to the agreed sequence

Related hazards: Slips and trips from wet products and offcuts

6

Allow curing where required, clean the area and hand over

Related hazards: Slips and trips from wet products and offcuts

Personal Protective Equipment & Permits

PPE Required

Safety footwear

Knee protection

Safety glasses/goggles

Suitable RPE

Permits Required

COSHH review complete

Permit to work where required

COSHH Assessments

Control of Substances Hazardous to Health

Flooring adhesive

Use: Fixing LVT finishes to prepared subfloor areas.

Exposure: Skin contact, vapour inhalation

Controls:

- Review SDS
- Provide ventilation
- Wear suitable gloves

SDS: <https://rams-builder.app/sds/examples/flooring-installer-adhesive.pdf>

Emergency Procedures

First Aid

Stop work, make the area safe, and contact the appointed first aider via the site emergency number confirmed at induction. The supervisor must report serious incidents to Precision Floor Systems Ltd management and prevent work restarting until the area is safe.

Fire Emergency

Raise the site alarm, stop the task, isolate energy sources only where safe, and proceed by the signed escape route to the designated assembly point. Do not attempt firefighting unless trained and it is safe to do so.

Spill Response

Stop the source if safe, cordon the area, and use the site spill kit or absorbent materials specified by the relevant SDS. Prevent entry to drainage, segregate contaminated waste, and report the event to the supervisor.

Nearest Accident & Emergency

Nearest A&E and the agreed emergency vehicle access point must be confirmed during the Oakridge Office Fit-out induction, recorded in the daily briefing, and communicated to all operatives.

Signatures & Approvals

This document has been reviewed and approved by:

Maya Collins

Flooring Installer Supervisor

03/08/2026, 09:30:00

Demonstration document using fictional project information. It must be reviewed, adapted, and approved for the actual site before work commences.

All operatives must be briefed on the hazards and control measures that apply to the live task.