

Risk Assessment & Method Statement

Carpenter / Joiner RAMS – MDF joinery fit-out with extraction

Version: 1

PUBLISHED

Trade: Carpenter / Joiner

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Basic Information

Organization: Oakline Joinery Contractors Ltd

Client: Civic Quarter Developments Ltd

Site: Civic Quarter Office Fit-out - Nottingham NG1 5FS

Scope of Work

This RAMS covers MDF joinery fit-out with extraction at Civic Quarter 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

5 hazards identified

Circular saw / power tool injuries

Circular saw / power tool injuries can affect operatives and adjacent trades during MDF joinery fit-out with extraction. 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:

- Guards in place
- Push sticks used
- Competent operator only
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Nail gun discharge

Nail gun discharge can affect operatives and adjacent trades during MDF joinery fit-out with extraction. 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:

- Sequential trigger mode
- Never bypass safety
- Clear line of fire
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Dust inhalation (MDF / softwood)

Dust inhalation (MDF / softwood) can affect operatives and adjacent trades during MDF joinery fit-out with extraction. 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:

- Dust extraction connected
- FFP2 mask worn
- Area ventilated
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Noise exposure

Noise exposure can affect operatives and adjacent trades during MDF joinery fit-out with extraction. 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:

- Ear defenders > 85 dB
- Noise breaks every 2 hours
- Signage displayed
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Manual handling (timber / worktops)

Manual handling (timber / worktops) can affect operatives and adjacent trades during MDF joinery fit-out with extraction. Controls are to be verified at the point of work by the supervisor.

Pre-Control: 10 (Medium Risk)

Post-Control: 3 (Low Risk)

Control Measures:

- Two-person lift
- Mechanical aids available
- Clear route maintained
- Brief operatives at the daily start-of-shift coordination meeting and stop work if conditions change.

Method of Work

6 steps outlined

1

Measure and mark out

Related hazards: Circular saw / power tool injuries

2

Prepare and cut materials

Related hazards: Nail gun discharge

3

Fit and fix in position

Related hazards: Dust inhalation (MDF / softwood)

4

Apply fixings and adhesives

Related hazards: Noise exposure

5

Finishing and clean up

Related hazards: Manual handling (timber / worktops)

6

Handover to client

Related hazards: Manual handling (timber / worktops)

Personal Protective Equipment & Permits

PPE Required

Hard hat

Cut-resistant gloves

FFP3 respirator

Hearing protection

Permits Required

Dust-producing works permit

Hot works permit for cutting area if required

COSHH Assessments

Control of Substances Hazardous to Health

Wood adhesive

Use: Bonding joinery trims and MDF sections.

Exposure: Skin contact, vapour inhalation

Controls:

- Provide ventilation
- Wear gloves
- Keep lids closed between uses

SDS: <https://rams-builder.app/sds/examples/carpenter-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 Oakline Joinery Contractors 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 Civic Quarter Office Fit-out induction, recorded in the daily briefing, and communicated to all operatives.

Signatures & Approvals

This document has been reviewed and approved by:

Marcus Fielding

Carpenter / Joiner Supervisor

03/08/2026, 10:30:00

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.