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RISK ASSESSMENT AND METHOD STATEMENT

Liquid roofing, Rear flat roof, 8 Weaver Street Offices, Stockport

Hollins & Reed Roofing Ltd · 12 to 13 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Roofing Ltd
Site and work area	Rear flat roof, 8 Weaver Street Offices, Stockport
Planned dates	12 to 13 October 2026
Customer	Weaver Street Properties Ltd
In charge on site	Dan Hollins
Team	Two roofers: Dan Hollins leads and applies; Priya Shah prepares and hoists.
Work	Liquid roofing
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Apply liquid roof. Areas: Rear flat roof, about 40 square metres

Working arrangement

- Access: a scaffold.
- Working height: flat roof about 6 m above ground.
- Ground or floor: level plywood deck; scaffold with edge protection to the whole roof.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Rear flat roof, 8 Weaver Street Offices, Stockport. Dan Hollins calls 999 and meets the ambulance. Agree how you get someone down from the work platform, and who does it. Do not rely on the fire service alone. Keep eye wash, a spill kit and the

safety data sheet at the work area. Splash or spill: follow the sheet. Keep it out of drains. Give the sheet to the paramedics.

Planned method

1. **Set up the work area**
   Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2. **Check this job's system**
   Confirm the product, intended roof use and current approval before opening it. Keep the product information and safety data with the RAMS.

3. **Check the roof surface**
   Inspect the roof for soundness, cleanliness, moisture and anything that could stop the system bonding. Record the condition and any repair or compatibility decision before coating.

4. **Check for asbestos before you disturb anything**
   Check the asbestos survey covers exactly what you will disturb, to the full depth. Register only, or nothing: get a refurbishment survey or a sample first. Read what it says about the existing roof, insulation and old waterproofing. No survey, or a material you do not recognise: stop and get it checked.

5. **Check the weather before you start**
   Do not lift or fix liquid materials and wet roof surfaces in strong wind. Stop in heavy rain, ice or lightning.

6. **Stop things falling on people below**
   Keep people out of the area below the work so nobody walks under the tools, buckets and roof details. Keep toe boards and guards in place on any platform, and lanyard tools where you can.

7. **Work from the scaffold**
   Check the scaffold tag or handover shows an inspection within the last 7 days. Use only the lifts and access that were handed over. Keep materials within the loading the scaffold was built for. Keep off in high wind or ice, or when sheeting has come loose.

8. **Use the hoist**
   Check the hoist's thorough examination report is in date and it can take the weight. Keep people out from underneath while a load is up.

9. **Clean and prime as specified**
   Clean the roof and carry out any specified adhesion test. Use primer only where the system requires it, then keep the prepared surface clean and dry.

10. **Apply the liquid system**
    Mix and apply this job's system with its specified tool, coat thickness and sequence. Keep within the stated overcoat and curing times and do not add unapproved materials.

11 Protect the wet roof until it cures

Keep people and other trades off the coating, or use only the agreed protected route. Protect the finished area from rain, dirt and damage until the system says it can be used.

12 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.
A system is used outside its tested or intended application Step 2	Applicators and building occupants	Use the manufacturer's instructions. Stop if the product or its use is unclear.
Poor adhesion or trapped defects cause waterproofing failure Step 3	Applicators and building occupants	Follow the system manufacturer's preparation method. Do not coat an unaccepted surface.
Breathing asbestos fibres from old boards, sheets, sealants or insulation Step 4	The team and anyone in the building	Do not cut, drill or break any material until it is confirmed asbestos free. Licensed work is not for this method; hand it to a licensed contractor.
Wind catches the liquid materials and wet roof surfaces or blows someone off balance at height Step 5	The team and people below	Agree a wind limit for this work and check the forecast before you start. Tie down or take in loose materials before you leave.
Tools, buckets and roof details falling onto people below Step 6	People below	Bring waste down by hand or in bags. Never throw it. Keep the exclusion zone up until the last item is down.

Hazard	Who might be harmed and how	Controls in place
Falling from a scaffold that has been altered; materials falling from the scaffold Step 7	Anyone working on the lift, where a guardrail, board or tie has been taken out to get the work done. Anyone passing or working underneath, including the public where the scaffold is over a footpath.	Never remove boards, ties, guardrails or bracing; ask the scaffolding contractor to alter it. Report damage or a missing tag and keep off until it is checked. Fit brick guards or netting where materials could fall on people below.
A load falls from the hoist onto someone below Step 8	People below the hoist	Secure the roof materials before the lift. One person controls the lift and everyone can hear them.
Contamination or wrong primer prevents the coating bonding Step 9	Applicators and building occupants	Use the product data and compatible materials. Do not apply over dust, standing water or uncured preparation.
Skin, eye or breathing exposure and an incomplete waterproof coating Step 10	Applicators and people nearby	Use the product SDS and specified PPE. Keep non-essential people out of the wet work area.
People damage the wet coating or fall on a contaminated roof surface Step 11	Applicators, other trades and building occupants	Mark and barrier the wet work area. Follow the product curing and protection time.
Debris, tools or unfinished work left in the area Step 12	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.