

R Hughes Power Services Ltd, t/a Chiltern Sparky

Risk Assessment & Method Statement (RAMS)
Domestic Electrical Installation Work & EV Charge Point Installation

Document ref:	RAMS-DOM-EV-01	Prepared by:	Chiltern Sparky
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Company/Trading name:	R Hughes Power Services Ltd, t/a Chiltern Sparky	Qualification/Reg no.:	Registered with NAPIT Competent Person Scheme 66711
Area served:	High Wycombe, Amersham and surrounding areas	Company no.:	17216431
Registered office:	Castle House, High Street, Ammanford, Carmarthenshire, SA18 2NB		

1. Scope of Works

This document covers routine domestic electrical installation, repair and testing work (including fault finding, rewiring, consumer unit replacement, lighting and socket circuits, and periodic inspection and testing) and the supply and installation of domestic electric vehicle (EV) charge points, carried out at occupied residential properties. This is a generic assessment; a site-specific review is carried out before work begins at each property and this document is amended where site conditions introduce additional hazards.

2. Responsibilities

- The electrician carrying out the work is responsible for reading and following this RAMS document, holding valid qualifications and insurance, and stopping work if conditions become unsafe.
- The householder/client is responsible for providing safe access to the property, disclosing any known hazards (e.g. asbestos, unstable structures, pets), and keeping children and pets away from the work area while work is in progress.
- Any additional persons on site (e.g. subcontractors) are responsible for following the same controls set out in this document.

3. Personal Protective Equipment (PPE)

• Insulated hand tools rated to at least 1000V AC
• Voltage indicator and proving unit (tested before and after each use)
• Safety footwear with electrical hazard rating
• Safety glasses when drilling, chasing or cutting
• Dust mask (FFP2/FFP3) when drilling or chasing masonry/plaster
• Cut-resistant gloves for cable pulling and containment work
• Knee pads for floor-level and under-stairs work

4. Risk Assessment

Risk rated Low / Medium / High based on likelihood and severity after controls are applied.

Hazard	Who may be harmed	Existing / additional controls	Residual risk
Electric shock or electrocution from live circuits	Electrician, occupants	Safe isolation procedure followed on every circuit before work begins; lock-off devices and warning tags used on distribution boards; voltage indicator proved before and after isolation; no live working except for testing/fault diagnosis using appropriate test equipment and procedure.	Low
Arc flash / burns at consumer unit or during testing	Electrician	Circuits isolated before panel covers are removed wherever possible; appropriate PPE worn; only competent, trained person carries out live testing.	Low
Falls from height (loft access, ladders, step access to lighting/fire alarms)	Electrician	Ladders and step platforms visually inspected before use; 3 points of contact maintained; loft boarding checked before stepping; ladders footed or secured where needed.	Low
Contact with hidden pipework or existing cabling when drilling/chasing	Electrician, occupants	Cable/pipe detector used before drilling or chasing walls; existing service positions identified with occupant where possible before work starts.	Low
Exposure to asbestos-containing materials (older properties, pre-2000)	Electrician, occupants	Visual check of property age and condition; work paused and specialist advice sought if suspect material is disturbed or identified; no forced drilling through suspect boards or textured coatings.	Low
Manual handling (consumer units, cable drums, EV charger units, ladders)	Electrician	Items assessed before lifting; loads broken down where possible; trolley or second person used for heavy or awkward items.	Low
Trip hazards from tools, cable and equipment in occupied home	Electrician, occupants, pets	Work area kept tidy throughout; cables and tools cleared from walkways at the end of each day and during breaks; work area cordoned off from children/pets where practical.	Low
Working near vehicles / driveway (EV charger installs)	Electrician, household members, passers-by	Work area on driveway clearly indicated; cables run away from vehicle access routes where possible; work paused while vehicles are moved.	Low
Working outdoors in poor weather (EV charger installs)	Electrician	Outdoor electrical work avoided in heavy rain or storms; IP-rated equipment and enclosures used for all external installations in line with manufacturer instructions.	Low
Excavation/groundwork for underground cable runs	Electrician	Existing services located and marked before digging; hand-digging used near suspected service routes; trench edges kept clear and covered/guarded when not actively being worked.	Low
COVID-19 / general infection control in occupied homes	Electrician, occupants	Good hand hygiene maintained; work rescheduled if electrician or occupant is unwell with a notifiable illness, by agreement with the client.	Low

5. Method Statement

5.1 General Domestic Electrical Work

1. Arrange access with the client and confirm the scope of work for the visit.
2. Carry out a brief visual site check on arrival for obvious hazards (damp, damaged sockets, signs of overheating, pets, trip hazards, access restrictions).
3. Isolate the relevant circuit(s) at the consumer unit using safe isolation procedure: prove test equipment on a known live source, isolate, lock off, prove dead, then re-prove test equipment on the known live source.
4. Place warning notice on the consumer unit confirming work in progress.
5. Carry out the agreed work (repair, new circuit, replacement accessory, consumer unit upgrade, etc.) using tools and materials appropriate to the task and in line with BS 7671 wiring regulations.
6. Test all new or altered work in line with BS 7671 requirements before re-energising (continuity, insulation resistance, polarity, earth fault loop impedance, RCD operation as applicable).
7. Restore power, remove warning notice, and demonstrate the completed work to the client.
8. Complete and issue the relevant certification (e.g. Minor Electrical Installation Works Certificate, Electrical Installation Certificate, or EICR) as appropriate to the work carried out.
9. Clear the work area of tools, packaging and debris before leaving.

5.2 EV Charge Point Installation

1. Carry out a pre-installation survey: confirm supply capacity, earthing arrangement, cable route, mounting location, and any need for a PEN fault protection device or additional earth electrode.
2. Confirm DNO (Distribution Network Operator) notification requirements and submit notification where required before or after installation, as applicable.
3. Isolate the supply at the consumer unit using safe isolation procedure as described in section 5.1.
4. Install a dedicated circuit from the consumer unit to the charge point position, sized and protected in line with the manufacturer's instructions and BS 7671 requirements for EV charging equipment.
5. Mount the charge point unit securely at the agreed location, at an appropriate height and clear of vehicle contact and water ingress points.
6. Connect and configure the unit in line with the manufacturer's installation instructions, including any required load management or earthing device.
7. Test the installation in full, including RCD/RDC-DD protection specific to EV charging equipment, before energising.
8. Demonstrate correct operation of the charge point to the client, including any app or scheduling features.
9. Issue appropriate certification for the new circuit and, where applicable, register the installation with the relevant EV charger grant/scheme body.
10. Clear the work area, including any excavated ground reinstated where groundwork was required.

6. Emergency Procedures

- In the event of electric shock: switch off the supply at the consumer unit if safe to do so, do not touch the casualty until the supply is confirmed off, call 999 and follow emergency operator guidance.
- In the event of fire: raise the alarm, evacuate the property, call 999, do not attempt to fight an electrical fire with water.
- In the event of injury: administer first aid within the limits of training, call 999 for any serious injury, record the incident and report to the client.
- Nearest A&E and any site-specific emergency information is confirmed with the client before work begins where relevant.

7. Review and Sign-Off

This RAMS document is reviewed annually or sooner if working practices, equipment, or relevant regulations change. Site-specific hazards identified on the day are recorded below and addressed before work begins.

Prepared by (name/signature):		Date:	
Site-specific hazards noted:			