

Generic Risk Assessments for Cemetery/Churchyard Memorial Fixing

It is the responsibility of the person filling in this form to ensure that, up to date and correct information is used.

Company Name:
A Jones Memorials
Cemetery Road
Gloucester
GL1234

Date: 3/11/21

Risk Measures in Place	Yes/No	ADDITIONAL Control Measures in place applicable to your Company
Ensuring that the memorial work has been officially approved by the Burial Authority, in advance of any work.	Yes	All required paperwork will be completed before any work starts
All teams fixing memorials in the cemetery will have a BRAMM qualified person in attendance to ensure compliance BS 8415	Yes	BRAMM qualified person will be ultimately responsible for ensuring compliance
All tools, materials and equipment must be secured safely and securely during transportation to the site.	Yes	Drivers responsibility to check
In case of emergency a charged mobile phone will be available.	Yes	All staff aware
A correctly stocked in-date First Aid Kit will be carried in the Vehicles and used on site.	Yes	Checked monthly
Signage and road cones for protecting the working area will be carried in the vehicles and used on site.	No	Rely on verbal warnings by fixers

<p>All persons fixing memorials will wear appropriate PPE including – Clothing suitable for the weather Protective work-boots Ear defenders Protective Goggles Gloves (both waterproof and high grip) Dust-masks Hi-Viz vest</p> <p><i>It is the employee's responsibility to highlight any defective or damaged PPE provided by the employer.</i></p>	Yes	Nitrile Gloves for mixing cement will be used.
All electrical equipment used will be 110v PAT tested, fit for purpose and/or battery operated	Yes	Tested regularly as necessary
A dynamic risk assessment of the chosen route to the grave or plot site and the surrounding work area noting hazards, risks and required control measures to be applied.	Yes	This will be the responsibility of all members of the Memorial Fixing team.
Any cement used to be CEM 1 or 2 Portland cement and 'in-date'	Yes	Checked for every memorial fixing
All dowels used will be A2 stainless steel to meet the current BS 8415 (BRAMM Blue Book) specifications	Yes	Checked for every memorial fixing
A dynamic risk assessment of the chosen route to the grave or plot site and the surrounding work area noting hazards/risks and applying control measures as required.	Yes	Mobile phone carried by all fixers in case of emergency
Consideration of the bereaved visiting graves will be taken into account in the dynamic risk assessment, especially during parking and unloading of vehicles, or a funeral taking place.	Yes	Staff will be respectful at all times in the Burial Ground
Correct Manual Handling 'Safe Systems of Work' will be used when moving memorial components or heavy equipment.	Yes	All staff area ware of Manual handling 'safe systems of work'
Ground Anchors used will be approved and fitted to the manufacturer's instructions.	Yes	Ground Anchor manufacturers fitting instructions are carried by staff.
All foundations used will be approved by the Burial Authority	Yes	Checked with each Burial Authority

Memorials will always be left in a safe condition and the work area will be left neat and tidy.	Yes	Checked before leaving the site
All excess cement will be removed from site and correctly disposed of to comply with current COSHH and waste disposal regulations	Yes	All waste will be removed from site

Other Risk Measures in Place

Risk Measures in Place	Yes/No	ADDITIONAL Control Measures in place applicable to your Company

Note to Memorial Masons: If fixing on steep and sloping site - Contact Cemetery Officer and/or visit Cemetery to assess requirements for fixing. Foundations used must take into account steepness of Cemetery.

Notes to Burial Authority:

1. If there are any additional 'Specific Risk Assessments Required' for your Cemetery that the Memorial Mason needs to be aware of it is the responsibility of the Burial Authority to inform the Memorial Mason.

NB: The fixer mason may contact the Burial Authority to look at any Site-Specific Cemetery Risk Assessments and Control Measures

2. The above information is provided by the individual Memorial Company and it is the responsibility of each Burial Authority to question any information provided that is not compliant with their own requirements and they also must advise the Memorial Company on any unusual or site specific risks.
3. Link to The BRAMM Blue Book: <https://www.bramm-uk.org/wp-content/uploads/2021/06/BRAMMs-BBB-Udated-January-2021.pdf>