

RISK ASSESSMENT

Company Name: DOWSE HAULAGE

Date: 17-04-15

Review Date: 17-08-16

Assessment No: 8

Assessor: Paul Mansfield

Task Fork Trucks / Loadall / Material Handler

No. 1 of 3	Significant Hazards Look only for hazards which you could reasonably expect to result in significant harm e.g. slips/trips, work at height, falling objects, vehicles, electricity etc. (STEP 1)	People Affected List groups of people who may be at risk e.g. maintenance staff, contractors, cleaners, public etc (STEP 2)	Existing Controls List controls that are already in place to control the risk e.g. physical safeguards, training, personal protective equipment etc. (STEP 3)	Level of Risk Decide on the level of risk remaining. (Likelihood \ Severity)			Further Action Required List further action required to control significant risks. If there is lots to do, make an action list. (STEP 4)
				High	Med	Low	
	<p>Operation of lift trucks</p> <p>Injuries such as fractures or at worse fatalities can be caused as a result of:</p> <ul style="list-style-type: none"> • the vehicle crashing into other vehicles and/or other objects; • staff and visitors being hit by lift trucks; • objects falling from lift trucks on to staff and visitors; • lift trucks toppling over; • people falling from the vehicle or parts of the vehicle, and • being crushed by the mast. • Finger Traps 	<p>Workshop /office staff Drivers Contractors Visitors</p>	<ul style="list-style-type: none"> • All operators trained and competent for use of the lift truck. knowledge of the operating principals and controls of the lift truck to be used, including any handling attachments that will be used. <ul style="list-style-type: none"> • Daily Inspection report done each day. • Trucks serviced regularly and examined every Twelve months. • Drivers instructed to keep keys with them at all times. • Gangways and aisles of sufficient space to enable lift trucks to load and unload from the racking safely. • Access to workshop restricted to staff. • Floor condition maintained on a regular basis, housekeeping standards maintained by cleaner and workforce. • Trucks have seat belts 			<p>\</p> <p>\</p> <p>\</p> <p>\</p> <p>\</p>	<ul style="list-style-type: none"> • Supervisor to ensure truck drivers check trucks each day before starting. • Separate pedestrian entrance(s) with protective barrier rail to be provided next to roller-shutter doors. • Housekeeping standards and floor condition to be covered by a monthly inspection by manager and brief record kept. • Strict requirement that only competent drivers may operate lift trucks to be explained to all staff. • Disciplinary action to be taken against anyone involved in breaking this rule.

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			1. Sufficient clear and unambiguous warning signs at strategic locations to inform people that forklift trucks operate in the area. 2. Define, designate and clearly mark pedestrian routes and crossing places. 3. Pedestrians, where possible should be segregated from vehicle routes by a physical barrier. 4. Audible warning devices on lift trucks – these vary from the simple manually operated horn to the automatic reversing bleeper. 5. Flashing beacons on lift trucks – the use of these devices may be effective, particularly when lighting is poor or lift trucks operate intermittently.			\ \ \ \ \	

Action Timescale Guidelines

High Risk – Action Immediately

Medium Risk – Action within 2 Months

Low Risk – Re-assess after next review

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			<p>6 .The provision of high visibility clothing or light coloured overalls can help prevent accidents.</p> <p>7. Employees are instructed to stand clear of forklift trucks that are lifting or lowering loads and to use separate walkways where provided.</p> <p>8. The need for reversing manoeuvres are kept to a minimum and where reversing is necessary that it is undertaken safely and in a safe manner.</p> <p>9. one-way systems to reduce the need for reversing?</p> <p>10. exclude non-essential personnel from the area?</p> <p>11. signaller (banksman) to direct delivery vehicles.</p> <p>12. Controls in place to monitor and supervise the driving of forklift trucks in the workplace.</p> <p>13. Appropriate speed restrictions set where required.</p>			<p>\</p> <p>\</p> <p>\</p> <p>\</p> <p>\</p> <p>\</p> <p>\</p>	

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