

# RISK ASSESSMENT

Assessment Title (Task, process, equipment or facility)		Drive Motor Removal & Refitting		Location	Customer Sites/Toyota Workshops
Date	01/04/2026	Prepared By	R Lewis, J Davenport SOM & M Mortlock	This is in addition to generic risk assessments available	
Review Date	31/03/2027				
Service Order Number/s				On Site Rules to be adhered to at all times	
Specific training is supplied via the TMHUK training Programmes					

Hazards. Identify all hazards from this activity. Select from the list below what could cause harm from this activity E.G working at height, trip hazard. Etc	Effect (Who/what may be harmed/damaged?)	Potential injury/effect sustained	Initial Risk			Current Control Measures For each hazard, the measures taken by TMHUK to minimise the risk identified	Risk The level of risk once current controls are in place			Additional Controls Measures For each hazard, list any site specific measures you will be taking to further minimise the risk identified	Action by whom?	Action by when?
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Lifting Equipment - Incorrect use of	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	Slips, trips, falls. Falling objects. Various injuries to the human physique.	3	4	M	1. Training will include "Safe Slinging Practises" and any specific Work Instruction from the Master Service Manual. 2. All technicians are to follow the procedure detailed in SWP-06 - Use of Lifting Equipment. 3. Auditing of lifting equipment is a requirement under the company's documented QMS/Safety & Environmental systems and will be carried in accordance with SM-15 "Safety Auditing". 4. SM-25 "Work Equipment" outlines the company policy on the provisions and use of work equipment. 5. Procedure PA-12 "Maintenance of Work Equipment" is in place to enable continued efficient use of company supplied work equipment. 6. Procedure P6-05 "Thorough Examination of Lifting Equipment" is in place to provide the framework for dealing with the Thorough Examination of lifting equipment, lifting equipment accessories and the maintenance of records.	1	4	L			

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Manual handling	TMHUK Team Members	Various injuries to the human physique, musculoskeletal disorders	3	4	M	1. All staff are to follow the procedure detailed in SWP-13 - Manual Handling. 2. If the load is considered to be heavy or awkward then Safe Working Practice SWP-06 Use of Lifting Equipment must be followed in order to assist the lift. 3. Associated Risk Assessment WPRA-13 Manual Handling is in place & all team members are to follow the control measures documented - the risk assessment is supported by SWP-13.	1	4	L			
PPE - Non use of	TMHUK Team Members	Various injuries to the human physique / possibility of death	2	5	M	1. It is mandatory for all technicians to wear industrial shoes/boots / company overalls / Hi-Viz / Hard Hat / Harness & Lanyard/ safety goggles/ gloves / ear defenders. (SWP 32-PPE). 2. All technicians will adhere to the customers site procedure and instructions regarding PPE requirements.	1	5	L			
Slip, trips & falls	TMHUK Team Members	Various injuries to the human physique	3	3	M	1. All relevant SWP's & WPRA's should be observed and followed where appropriate. Particular attention must be given to SWP-01 Work Area. 2. Good housekeeping should be observed at all times. 3. Any spills must be cleaned up immediately.	1	3	L			

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Tools - Use of	TMHUK Team Members	Various injuries to the human physique	3	3	M	1. All technicians are to follow the procedure detailed in SWP-11-Working with Electricity. 2. All tools will be subject to periodic inspection & testing. Any faulty, damaged or excessively worn tools must be removed from use and replaced or repaired immediately. 3. Electrical equipment will be used & maintained in accordance with SM-28 Electricity at Work. 4. Good housekeeping will be observed. 5. PPE will be supplied and used in accordance with SWP-32 PPE	1	3	L			
Vehicle movement	TMHUK Team Members / customer / 3rd party contractors / site visitors / general members of the public / property & equipment damage	Various injuries to the human physique / possibility of death	2	5	M	1. On site rules will be adhered to at all times. 2. If a designated work area is not available then a temporary safe area should be constructed. Refer to SWP-01 Work Area. 3. If having to work in an aisle, where possible each end of the passageway should be closed off to pedestrians and vehicles. 4. All team members are to exercise extreme caution when passing through the warehouse & other transport routes - keep to the walkways where provided. 5. Avoid walking/driving around the rear of reversing vehicles. 6. Appropriate PPE is to be worn at all times i.e. Hi-Viz.	1	5	L			

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Weather - Adverse Conditions / temperature extremes	TMHUK Team Members	Slips, trips, falls. Falling objects. Cold/Heat stress	2	3	L	1. Consideration given to environmental conditions prior to work starting. Shelter from all types of adverse weather conditions should be sought. 2. No work to be undertaken in adverse weather/temperature conditions without further risk assessment. 3. If unsure the technician is to contact their line manager for further advice. 4. PPE will be supplied and used in accordance with SWP-32 PPE	1	3	L			
Electrical equipment	TMHUK Team Members / property & equipment	Various injuries to the human physique / possibility of death / electric burns	3	4	M	1. All team members are to follow the procedure detailed in SWP-11 - Working with Electricity & WPR-11 Electricity. 2. All tools will be supplied and maintained in accordance with the company SM, SWP's & QMS procedures. 3. Portable appliances will be used & maintained in accordance with the company Safety Manual "Electricity at Work" procedure and manufacturers instructions. 4. First aid equipment is provided where required.	1	4	L			

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Chemicals - in contact with	TMHUK Team Members/ customer / 3rd party contractors / site visitors	Acid burns / inhalation / damage to skin / penetrate skin / contact with eyes / slips	2	3	L	1. All technicians are to follow procedure SM-29 Chemical Handling. 2. Technicians will be supplied with the appropriate CoSHH data sheets & the relevant CoSHH risk assessment. 3. It is mandatory for all technicians to wear industrial shoes/boots, company overalls & Hi-Viz jacket. 4. All technicians will adhere to the customers site procedure and instructions regarding PPE requirements. 5. PPE will be supplied and used in accordance with SWP-32 PPE. Reference should also be made to the Material safety Data Sheet and Risk Assessment for PPE requirements.	1	3	L			
Spillage / leakage	TMHUK Team Members / customer / 3rd party contractors / site visitors / environmental damage	Slips & exposure to sources of ignition. Acid burns / inhalation, Environmental impact.	2	4	M	1. All technicians are to follow procedure SM-29-Chemical Handling and SWP-19 - Spillages, in the event of a spillage. 2. Technicians will be supplied with the appropriate CoSHH data sheets & the relevant CoSHH risk assessment. 3. PPE will be supplied and used in accordance with SWP-32 PPE. 4. All technicians must have available a suitable spill kit.	1	4	L			

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Work Area	TMHUK Team Members/ customer / 3rd party contractors / site visitors	Various injuries to the human physique / respiratory problems/ crushing & trapping injuries	3	4	M	1. All recognised work processes carried out on customer premises will be assessed & treated in a similar fashion before proceeding with the job activity. Refer to Safe Working Practice (SWP 01-Work Area) 2. Working in busy, exposed areas e.g. warehouse aisles should be avoided & only attempted when no other option is available. Suitable provision to make the work area safe must be available. 3. Work areas must be protected from moving vehicles.	1	4	L			
Jacking & Blocking	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	Various injuries to the human physique / possibility of death	2	4	M	1. All technicians are to follow the procedure detailed in SWP-02 - Jacking & Blocking and refer to WPRA-02. 2. Truck manufacturers produce maintenance instructions for new equipment that contain instructions on safe jacking techniques which should be referred to in order to decide which jacking / blocking method is to be used. 3. Equipment jacked up will not be worked on unless suitable blocks are in position supporting the load.	1	4	L			
Harness/ Lanyard -Use of	TMHUK Team Members	Various injuries to the human physique / possibility of death	2	4	M	1. All technicians are to follow the procedure detailed in SWP-04 - Working at Height. 2. Safety Harnesses are subject to a programme of formal inspection/replacement & should be visually inspected before each occasion of use.	1	4	L			

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Height - Working at & Falling objects	TMHUK Team Members / customer / 3rd party contractors / site visitors / property, equipment & environmental damage	Various injuries to the human physique / possibility of death	3	5	H	1. All technicians are to follow the procedure detailed in SWP-04 - Working at Height. 2. The safety of those working nearby is addressed by adherence to SWP "Work Area" for example, erection of barriers may be required to prevent unauthorised access. 3. Associated Risk Assessment WPRA-04 for Working at Height is in place and all technicians are to follow the control measures documented - the risk assessment is supported by SWP-04. 4. All other relevant SWP's & WPRA's should be observed and followed where appropriate. 5. Working at height must be avoided unless absolutely necessary, if unavoidable a further assessment may be required and further controls introduced. 6. PPE will be supplied and used in accordance with SWP-32 PPE, including a harness and lanyard.	1	5	L			
Jacking & Blocking	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	Various injuries to the human physique / possibility of death	2	4	M	1. All technicians are to follow the procedure detailed in SWP-02 - Jacking & Blocking and refer to WPRA-02. 2. Truck manufacturers produce maintenance instructions for new equipment that contain instructions on safe jacking techniques which should be referred to in order to decide which jacking / blocking method is to be used. 3. Equipment jacked up will not be worked on unless suitable blocks are in position supporting the load.	1	4	L			

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