

RISK ASSESSMENT

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|---|------------|-------------------------------------|---------------------------------------|---|-------------------------------------|
| Assessment Title (Task, process, equipment or facility) | | Reach Truck Drive Wheel Replacement | | Location | Toyota Workshops and Customer Sites |
| 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 and select from the list below what could cause harm from this activity <i>E.G working at height, trip hazard. Etc</i> | 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? |
|--|---|---|--------------|----------|------------|---|--|----------|------------|--|-----------------|-----------------------------------|
| | | | Likelihood | Severity | Risk Level | | Likelihood | Severity | Risk Level | | | |
| 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 | None | | |
| Lighting inadequate | TMHUK Team Members / customer / 3rd party contractors / site visitors / property & equipment damage | Slips, trips, falls, injury to personnel, damage to property | 3 | 3 | M | 1. Consideration given to environmental conditions prior to work starting. Refer to SWP-01 Work Area. 2. Additional controls will be required for work to be undertaken in adverse weather conditions. 3. If unsure the technician is to contact their line manager for further advice. 4. Provide additional lighting if appropriate. | 1 | 3 | L | None | | |
| 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 | These drive wheels weigh approximately 35kgs. Additional care needs to be taken to avoid personal injury when handling. Where possible a HPT/PPT/FLT should be used to carry the wheel as close as possible to the truck. The wheel can then be carefully rolled into the required position. The wheel can be located onto the studs by jacking the truck to the correct height and using suitable pry bars as levers. Technicians are deemed competent to select suitable levers for this task. | Technician | Each time the job is carried out. |

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| Jacking & Blocking | TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage | Various injuries to the human physique / possibility of death | 3 | 5 | 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 | 5 | L | Additional blocks are required to ensure the truck is supported at the most suitable height. | Service Council | Immediate |
| PPE - Non use of | TMHUK Team Members | Various injuries to the human physique / possibility of death | 2 | 4 | 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 | 4 | L | None | | |
| Tools - Use of | TMHUK Team Members | Various injuries to the human physique | 2 | 3 | L | 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 | Ensure each technician has suitable levers/pry bars available. | SSM Group | Immediate |

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| 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 | 3 | 5 | H | 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 | None | | |