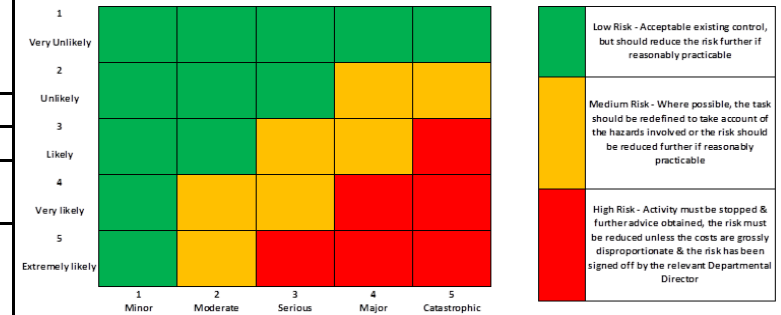


TOYOTA MATERIAL HANDLING UK

Assessment Title (Task, Process, Equip, Facility)		Manual Handling	
Location	All Areas including Customer Premises	Date	01/04/2025
		Review date	31/03/2026
Prepared By (Team)		Gary Magee (QHS Advisor)	
Legal / Best Practice Requirements / Links to Other Assessments (eg COSHH)		Manual Handling Operations Regulations 1992	



Hazard	Risk	Effect (Who / what affected)	Initial Risk			Current Controls (inc practices/ procedures)	Actual Risk			Additional Controls (inc practices/ procedures)	Action by and when
Incorrect Lifting Techniques	Various injuries to the human physique. Strained back and upper limbs.	TMHUK Employees	3	3	M	1. Health and Safety Essentials and Manual Handling training packages to be completed. Supplied within the TMHUK training programme. 2. Training will be supported a Safe Working Practice (SWP-13 Manual Handling). 3. All employees are to follow the procedure detailed in SWP-13 Manual Handling.	1	3	L	All reasonably practicable controls in place. No further action necessary.	

TOYOTA MATERIAL HANDLING UK

Hazard	Risk	Effect (Who / what affected)	Initial Risk			Current Controls (inc practices/ procedures)	Actual Risk			Additional Controls (inc practices/ procedures)	Action by and when
Heavy & Awkward Loads	Various injuries to the human physique. Strained back and upper limbs.	TMHUK Employees	3	3	M	1. Health and Safety Essentials and Manual Handling training packages to be completed. Supplied within the TMHUK training programme. 2. Training will be supported a Safe Working Practice (SWP-13 Manual Handling). 3. All employees are to follow the procedure detailed in SWP-13 Manual Handling. 4. MHE should be utilised where appropriate to reduce the requirement for TMHUK Employees to carry out unnecessary manual handling tasks. 5. If the load is considered to be heavy or awkward for standard MHE operations then Lifting Equipment can be used. Safe Working Practice SWP-06 Use of Lifting Equipment must be followed. 6. Working at Height should be avoided. If there is a requirement to Work at Height, Safe Working Practice SWP-04 Working at Height should be followed. Only equipment maintained to the standard set out in SWP-04 shall be used. 7. Where practicable for the work process, high shelves should be reserved for lighter loads and heavier items placed on lower shelves. 8. Any work activity being undertaken that conforms to a pre-determined process should consult other relevant documentation. For example, a technician removing a reach truck free lift cylinder must always refer to the relevant Service Manual for specific	1	3	L	All reasonably practicable controls in place. No further action necessary.	
Height of Lift	Various injuries to the human physique. Strained back and upper limbs.	TMHUK Employees	3	3	M	1. Health and Safety Essentials and Manual Handling training packages to be completed. Supplied within the TMHUK training programme. 2. Training will be supported a Safe Working Practice (SWP-13 Manual Handling). 3. All employees are to follow the procedure detailed in SWP-13 Manual Handling. 4. Only very light loads should be lifted above shoulder height. Any load that will place stress on an individual should select an approved Working at Height system as set out within Safe	1	3	L	All reasonably practicable controls in place. No further action necessary.	

TOYOTA MATERIAL HANDLING UK

Hazard	Risk	Effect (Who / what affected)	Initial Risk			Current Controls (inc practices/ procedures)	Actual Risk			Additional Controls (inc practices/ procedures)	Action by and when
Restricted Physical Capability due to Musculoskeletal Disorder	Various injuries to the human physique. Strained back and upper limbs.	TMHUK Employees	3	4	M	1. Health and Safety Essentials and Manual Handling training packages to be completed. Supplied within the TMHUK training programme. 2. Training will be supported a Safe Working Practice (SWP-13 Manual Handling). 3. All employees are to follow the procedure detailed in SWP-13 Manual Handling. 4. HR and QHSE to be informed of any musculoskeletal disorders or physical restrictions which may impact an individuals ability to carry out normal working manual handling tasks. Where appropriate, an individual health assessment will be carried out.	1	4	L	All reasonably practicable controls in place. No further action necessary.	
Young persons physical limitations and their inability to recognise. Youthful disregard to danger.	Various injuries to the human physique. Strained back and upper limbs.	TMHUK Employees / Customer / 3rd Party Contractors / Site Visitors	2	4	M	1. Safe Working Practice SWP-13 Manual Handling gives specific instruction in respect of young people. 2. HR Policy PS-029 should be consulted in regard to young persons prior to allowing any manual handling task to be undertaken.	1	4	L	All reasonably practicable controls in place. No further action necessary.	