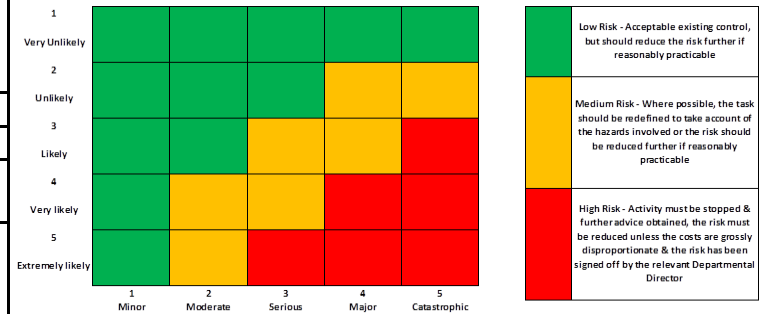


TOYOTA MATERIAL HANDLING UK

Assessment Title (Task, process, equipment or facility)		Working with / use of Machinery & Portable Tools	
Location	Customer Premises & Company Workshops	Date	01/04/2025
		Review date	31/03/2026
Prepared By (Team)		Elaine Greaves QHSE Manager	
Legal / Best Practice Requirements / links to other assessments (eg COSHH)		PUWER / Electricity at Work	



Hazard	Risk	Effect (Who / what affected)	Initial Risk			Current Controls (inc practices/ procedures)	Actual Risk			Additional Controls (inc practices/ procedures)	Action by and when
			Likelihood	Severity	Risk Level		Likelihood	Severity	Risk Level		
Electrocution	Various injuries with the possibility of death	TMHUK employees / customer / property & equipment damage	2	4	M	1. Specific training on Machinery & Tools is supplied via the TMHUK training programmes to all technicians. 2. The training will be supported by a Safe Working Practice (SWP 11-Working with Electricity). 3. All Team members are to follow the procedure detailed in SWP 11-Working with Electricity, SWP-31 Engineering General & SWP-50 Use of Machinery & Portable Tools. 4. All electrical equipment will be subject to periodic inspection & testing. 5. Electrical equipment will be used & maintained in accordance with SM-28 Electricity at Work. 6. Manufacturers instructions will be followed at all times. 7. All equipment to be subject to pre use inspection	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Contact with moving parts / Entanglement	Various injuries with the possibility of death	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on Machinery & Tools is supplied via the TMHUK training programmes to all technicians 2. The training will be supported by Safe Working Practices (SWP 11-Working with Electricity & SWP-50 Use of Machinery and Portable Tools). 3. All team members are to follow the procedure detailed in SWP 11-Working with Electricity, SWP-31 Engineering General & SWP-50 Use of Machinery & Portable Tools. 4. All moving parts are to be suitably guarded, if the guard is not present or damaged then the machine is not to be used. 5. Team members must not wear loose clothing or jewellery that may become entangled in moving parts. 6. Long hair must be tied back 7. All electrical equipment will be subject to periodic inspection & testing. 8. Manufacturers instructions will be followed at all times.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	

TOYOTA MATERIAL HANDLING UK

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Ejected material, sparks, heat or fluid	Various injuries to the upper & lower body / skin damage / eye contact	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on Machinery & Tools is supplied via the TMHUK training programmes to all technicians 2. Team members to wear appropriate PPE, as detailed in SWP - 23 PPE and SWP- 50 Use of Machinery & Portable Tools. 3. All moving parts are to be suitably guarded, if the guard is not present or damaged then the machine is not to be used. 4. Some power tools generate heat and sparks, refer to SWP-01 Safe Working Area, SWP-08 Hot Working and SWP-50 Use of Machinery and Portable Tools 5. All electrical equipment will be subject to periodic inspection & testing. 6. Manufacturers instructions will be followed at all times.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Noise & vibration	Damage to hearing & hand arm vibration	TMHUK employees and 3rd parties	2	4	M	1. Specific training on Machinery & Tools is supplied via the TMHUK training programmes. 2. Team members to wear appropriate PPE, as detailed in SWP- 23 PPE, SWP- 50 Use of Machinery & Portable Tools. 3. Noise & vibration levels are checked when purchasing new equipment - SM-12 & SM-55 4. High risk noise & vibration levels will undergo further assessment to establish allowable exposure times. 5. Manufacturers instructions will be followed at all times.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Unauthorised use / access	Inexperience & inability to operate equipment / machinery	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on Machinery & Tools is supplied via the TMHUK training programmes. 2. The training will be supported by a Safe Working Practice (SWP 11-Working with Electricity). 3. All team members are to follow the procedure detailed in SWP- 50 Use of Machinery & Portable Tools. 4. All machine controls & warnings must be in place & clearly marked. 5. Management & Supervision ensure that adequate controls are in place to prevent unauthorised use/access.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Inadequate lighting	Poor visibility	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Must be reported to line manager & machine not used until lighting issue has been rectified. 2. Refer to SWP-01 Safe Working Area.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	

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Insecure fixed machinery	Moving / falling / damaged i.e. fire	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Machinery will be suitably secured to the floor or bench as appropriate. 2. Good housekeeping will be observed - the area around each machine will be kept clean & clear from obstruction. 3. Manufacturers instructions will be followed at all times. 4. Pre operational checks must be carried out. 5. All team members are to follow the procedure detailed in SWP-50 Use of Machinery & Portable Tools.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Basic MHE Manoeuvring	Physical injury, crushing, various injuries to the upper or lower body, property damage, equipment damage.	TMHUK Employees / customer / 3rd party contractors / site visitors	2	4	M	1. All team members required to undertake basic manoeuvring of MHE are required to complete the TMHUK driver training program 2. Team members must adhere to all site safety rules, specifically in regard to pedestrian and transport movement, at all times. 3. TMHUK holds specific training records to evidence driver training and qualifications. 4. Driver training is refreshed every 5 years 5. Correct PPE must be worn at all times when operating MHE, eg Hi-Viz, safety shoes etc in accordance with SWP-32 PPE 6. All team members are to observe all MHE safety features when operating, including seat belts when driving if appropriate.	1	4	L	The team member must not use any MHE equipment they have not been trained for and inform their immediate manager and site contact if asked to do so.	
Misused & poorly maintained tools / machinery	Various injuries to the upper & lower body	TMHUK employees / customer / 3rd party contractors / site visitors / equipment damage	3	4	M	1. Only team members deemed competent are authorised to use machinery and tools. 2. Machinery & tools are selected & assessed to ensure that they are fit for purpose. 3. Team members assume "ownership" of all tools and are responsible for their correct use, condition and reporting of defects. 4. An equipment replacement system exists & team members are instructed to replace all damaged/faulty tools immediately. 5. Where applicable all machinery is subject to a maintenance schedule as per manufacturer's instructions. 6. All machinery and tooling are subject to periodic internal auditing through the company QMS. 7. Job specific PPE will be provided & used as required e.g. eye protection is worn when drilling.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	

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Non use of PPE	Various injuries to the human physique / possibility of death	TMHUK employees	2	4	M	1. Specific training on the use of PPE is supplied via the TMHUK training programmes. 2. The training will be supported by a Safe Working Practice (SWP 32-PPE). 3. All Team members are to follow the procedure detailed in SWP-50 Use of Machinery & Portable Tools. 4. It is mandatory for all Team members to wear industrial shoes/boots, company overalls, and other PPE as appropriate for the work activity. 5. All technicians will adhere to TMHUK & customers site procedures regarding PPE requirements.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Young persons, by virtue of physical limitations, inexperience & the inability to recognise, or youthful disregard, for danger	Various injuries to the human physique	TMHUK employees / customer / 3rd party contractors / site visitors	2	4	M	1. Nobody under the age of 18 years should be allowed to operate Machinery or Tools unless suitably trained & then only when under constant supervision. 2. Reference must be made to HR policy PS-029 in regard to any young persons.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	