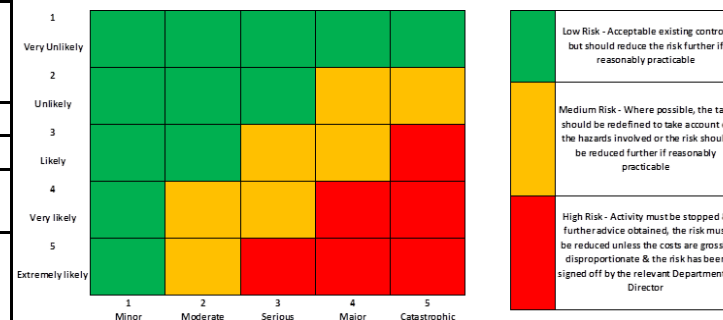


Assessment Title (Task, process, equipment or facility)		Removal/Fitting of Forklift Truck Counterweight	
Location	Customer premises & company workshops	Date	01/04/2025
		Review date	31/03/2026
Prepared By (Team)		Richard Lewis	
Legal / Best Practice Requirements / links to other assessments (eg COSHH)		Manual Handling Operations Regulations / PUWER / LOLER	



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		
Inadequately maintained equipment	Various injuries to the upper & lower body	TMHUK employees	2	4	M	1. Specific training on general H&S is supplied via the TMHUK training programme. 2. The training will be supported by a Safe Working Practice, SWP-01 Work Area, SWP 13 - Manual Handling, SWP 6 - Use of Lifting Equipment & specific work instructions from the Manufactures Service Manuals removing procedure for counterweights. 3. Auditing of work equipment is a requirement under the company's documented QMS/Safety & Environmental systems & is carried out in accordance with SM-15 "Internal Auditing". 4. SM-25 "Work Equipment" outlines the company policy on the provisions and use of work equipment. 5. All chains and slings to be checked for condition and suitability before and after lifting operations.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Work Area	All possible injuries associated with engineering work on a customer controlled site	TMHUK employees / customer / 3rd party contractors / site visitors	2	4	M	1. Specific training on the selection of a safe working area is supplied via the TMHUK training programmes. 2. The training will be supported by a Safe Working Practice (SWP 01-Work Area) on all aspects of the selection of an appropriate work area. 3. All recognised work processes carried out on customer premises will be assessed & treated in a similar fashion before proceeding with the job activity. 4. Working in busy, exposed areas e.g. warehouse aisles should be avoided & only attempted when no other option is available.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	

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Unbalanced load	Various injuries to the human upper & lower body / crushing / possibility of death	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on general H&S is supplied via the TMHUK training programme. 2. The training will be supported by a Safe Working Practice, SWP-01 Work Area, SWP 13 - Manual Handling, SWP 6 - Use of Lifting Equipment & specific work instructions from the Manufactures Service Manuals removing procedure for counterweights. 3. Auditing of work equipment is a requirement under the company's documented QMS/Safety & Environmental systems & is carried out in accordance with SM-15 "Internal Auditing". 4. SM-25 "Work Equipment" outlines the company policy on the provisions and use of work equipment. 5. Technicians should be aware of the unbalanced characteristics of truck counterweights, making allowance for high centre of gravity when attaching lifting slings (eye bolts attached at the highest point should always be considered wherever possible).	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	
Weight mass differences between electric & IC machine counterweights	Dealing with a heavier load (IC machine has a greater weight mass) increasing likelihood of incident	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on general H&S is supplied via the TMHUK training programme. 2. The training will be supported by a Safe Working Practice, SWP 13 - Manual Handling, SWP 6 - Use of Lifting Equipment & specific work instructions from the Manufactures Service Manuals removing procedure for counterweights. 3. Auditing of work equipment is a requirement under the company's documented QMS/Safety & Environmental systems & is carried out in accordance with SM-15 "Internal Auditing". 4. SM-25 "Work Equipment" outlines the company policy on the provisions and use of work equipment.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	

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		
Failure of equipment due to environmental factors	Various injuries to the human upper & lower body	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on general H&S is supplied via the TMHUK training programme. 2. The training will be supported by a Safe Working Practice, SWP 13 - Manual Handling, SWP 6 - Use of Lifting Equipment & specific work instructions from the Manufactures Service Manuals removing procedure for counterweights. 3. Auditing of work equipment is a requirement under the company's documented QMS/Safety & Environmental systems & is carried out in accordance with SM-15 "Internal Auditing". 4. SM-25 "Work Equipment" outlines the company policy on the provisions and use of work equipment.	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.	
Contact with overhead obstacle e.g. power lines or beams	Various injuries to the human physique / possibility of death / burns / electric shock / possibility of a flashover	TMHUK employees / customer / 3rd party contractors / site visitors / property & equipment damage	2	4	M	1. Specific training on general H&S is supplied via the TMHUK training programmes. 2. General assessment to take place of safe working area before commencing work. 3. Where possible working below overhead obstacles must be avoided.	1	4	L	Height restrictions may require the completion of a site specific risk assessment.	Technicians, STM, ESM

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			Likelihood	Severity	Risk Level		Likelihood	Severity	Risk Level		
Young persons, by virtue of physical limitations, inexperience & the inability to recognise, or youthful disregard, for danger	Various injuries to the human physique / damage to the skin	TMHUK employees / customer / 3rd party contractors / site visitors	2	4	M	1. Nobody under the age of 17 will be allowed to operate powered forklift trucks & then not until trained & in possession of an appropriate licence. 2 Reference must be made to HR policy PS-029 in regard to any young workers.	1	4	L	All appropriate controls are in place that are reasonably practicable, no further action is necessary	