

RISK ASSESSMENT

Assessment Title (Task, process, equipment or facility)		Seat Removal/refit		Location	Customer sites and Toyota Workshops
Date	01/04/2025	Prepared By	R Lewis, J Davenport SOM & M Mortlock	This is in addition to generic risk assessments available	
Review Date	31/03/2026				
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 <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		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			
PPE - Non use of	TMHUK Team Members	Various injuries to the human physique / possibility of death	3	4		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			

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Manual handling	TMHUK Team Members	Various injuries to the human physique, musculoskeletal disorders	3	4		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			
Tools - Use of	TMHUK Team Members	Various injuries to the human physique	2	3		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			

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