

Project Title:	Using FLT to Lift Heavy Items	Risk Assessment No:	FLT-RA13
Task/Activity:	Lifting Operations using Fork Lift Truck	Project No:	13
No. of Persons Involved:	10	Date Prepared:	02-2020
		Overall Risk Rating	MEDIUM RISK

HAZARDS		Likelihood			Severity				Risk Rating	
Ref:	Key hazards associated with the above task / activity.	Probable	Occasional	Remote	Catastrophic	Critical	Serious	Marginal	Negligible	Likelihood x Severity
		3	2	1	5	4	3	2	1	
1	Overturning of Fork Lift Truck			X	X					5
2	Unplanned release of dropping of load			X	X					5
3	Persons crushed between fixture & moving parts			X	X					5
4	Person struck by falling object			X	X					5
5	Persons crushed between load & fixture & vehicle			X	X					5
6	Striking or arching from overhead power cable			X	X					5
7	Falling Objects			X		X				4
8	Damage to equipment of materials		X				X			6

Risk Assessment Scores	10> High Risk	5 – 9> Medium Risk	1 – 4> Low Risk
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Combined Risk Evaluation = 5 Medium Risk
 (Combined Score divided by No. of Hazards:- 40/8 = 5)

PERSONS AFFECTED					PPE REQUIREMENTS						
Operatives	x	Members of Public		Site Visitors	x	Harness & Lanyard		Hi-Viz Clothing	x	Respiratory Protection	
Other Workers	x	Managers	x	Young Persons		Hearing Protection		Eye Protection	x	Head Protection	x
Other People	x					Gloves	x	Safety Footwear	x	Tool-Tether-Belt	

Likelihood (L)		Severity (S)					Risk Rating	Action
		1	2	3	4	5		
3	3	3	6	9	12	15	High Risk	Stop the task/activity until controls can be put into place to reduce the risk to an acceptable level
	2	2	4	6	8	10		
	1	1	2	3	4	5	Low Risk	No further action, keep under review

Risk Assessor	Graham Barker	Name / job title:	Partner/ Engineer
Details of any persons consulted			

ADDITIONAL CONTROL MEASURES	
Information / Instruction / Training	Managerial Controls
<p>When a fork lift truck becomes a crane, it is subject to statutory examination when a jib or hook attachment is fitted.</p> <p>All lifting operations will be under the control of an appointed person.</p> <p>Planning will consider the weight of the load, radius of lift, overhead clearance, ground conditions, positioning of the fork lift truck and lifting equipment required.</p> <p>Relevant test certificates or copies will be kept available for inspection, and be present before the work starts.</p> <p>Sufficient trained banksmen/slingers must be available.</p>	<p>Only competent and certificated employees shall be permitted to use or work on a FLT, and shall have the appropriate authorisation.</p> <p>FLT drivers must be trained and given instruction on the safe systems of work and emergency procedures.</p> <p>Ensure adequate supervision is provided and that control measures remain valid for the duration of the work.</p> <p>Under no circumstances shall any FLT be taken and used on the public highway unless the FLT carries Road Licence and Registration Plates and the FLT Driver has a UK Driving License as well as a FLT Certificate.</p>
Physical Controls	Procedural Controls
<p>Fork Trucks will be positioned on firm ground.</p> <p>No person will enter the lifting area without permission, and loads will not be swung over personnel or public areas.</p> <p>Jibs/hook attachments will be securely fixed to the fork carriage or fork arms.</p> <p>Lifting equipment will be selected considering the weight and stability of the load.</p> <p>Guide ropes will be used on large loads to guide and steady the lift.</p> <p>All personnel involved with lifting operations will wear safety helmets, gloves and safety footwear. <i>(see list below)</i></p> <p>If possible, Telephone/Radio communications should be adopted as an immediate form of contact between the driver and/or slinger banksman;</p> <p>However, if not, then the system of hand signals specified in BS 7121, will be used between the driver and the slingers/banksmen.</p> <p>The table of Safe Working Loads for various radii will be clearly visible to the driver.</p> <p>Safety helmets will be worn by all those within the operating radius of the crane. <i>(see PPE list below)</i></p> <p>Train all operatives to use, and the need for, appropriate PPE.</p> <ul style="list-style-type: none"> • Hard Hat (EN 397:2012) • Safety Glasses (EN 166:2001) 	<p>No FLT will be put into use or will be used until it has been fully inspected by a competent and authorised person.</p> <p>This inspection shall be recorded.</p> <p>Manufacturer's information on weight, centre of gravity and slinging arrangements for the load will be obtained in advance where practicable.</p> <p>Lifting operations must be under the control of an appointed person.</p> <p>Banksmen must be used when the driver's vision of the load is obstructed.</p> <p>Wind conditions will be monitored and work stopped if the stability of the load is affected.</p> <p>The area within the arc of operations must be cleared of personnel, and personnel shall not be allowed to stand beneath a suspended load.</p> <p>All equipment used shall be in date for servicing and statutory inspection.</p> <p>All Operatives on site to have sufficient Training in PPE.</p>

<ul style="list-style-type: none"> • Safety Goggles (EN 166:2001) • Ear defenders – Overhead type (EN 352-1:2002) • Ear defenders – Plug type (EN 352-2:2002) • Gloves (EN 388:2003) Cut res-1 • Safety Footwear (EN 20345:2004) • Hi-Vis Vest (EN 20471:2013) 	
HSE & Other Guidance	Comments
<ul style="list-style-type: none"> • Workplace (Health, Safety and Welfare) Regulations and ACOP • Provision and Use of Work Equipment Regulations 1998 & HSE Guidance L22 • Lifting Equipment and Lifting Operations Regulations 1998 and HSE ACOP —L113 British Standards: • HSE Guidance HSG 6 — Safety in working with lift trucks • BS 7121-3:2000 Code of practice for safe use of cranes. Mobile cranes • BS 7121-4:2010 Code of practice for safe use of cranes. Lorry loaders 	

Specific Site Assessment Details	Site Comments
<p>On each site and each location, the generic assessment that follows must be reviewed to ensure that all 'site-specific' significant hazards and their risks are identified and controlled. Completion of this part of the document will ensure that your assessment is both appropriate and complete.</p>	
<p>FREQUENCY AND DURATION OF ACTIVITY:</p> <p>ANY ADDITIONAL SPECIFIC HAZARDS IDENTIFIED:</p> <p>ANY ADDITIONAL CONTROL MEASURES REQUIRED:</p> <p>ASSESS THE REMAINING RISKS USING GRID ABOVE: Low / Medium / High</p> <p>SERIOUS AND IMMINENT DANGERS IDENTIFIED:</p> <p>EMERGENCY ACTION REQUIRED: Specific Note: <i>The collapse of, the overturning of, or failure of any load bearing part of any lifting machine is reportable as a 'Dangerous Occurrence' under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR).</i></p> <p>IF YES, WHAT FURTHER ACTION</p> <p>EMERGENCY TELEPHONE NUMBER(S)</p> <p>NAMES OF COMPETENT PERSON(S) APPOINTED TO TAKE ACTION:</p>	<p>Job Specific</p> <p>Fingers or hand are amputated or crushed between shifting loads or straps: - when loading are being set up - when lifting</p> <p>Carry should be taken at all times to safe guide against any possible injuries, when lifting or lowering the loads.</p> <p>Medium</p> <p>Amputation or Crushing.</p> <p>Contact member of Management staff. Contact Site first aider for assessment.</p> <p>Yes</p> <p>999</p> <p>Colin Dunmill (First Aider) Alex Dunmill (First Aider) Steve Baker (Fire Warden) Joanna Dunmill (Partner/ Manager) Graham Barker (Partner/Engineer/Fire Warden)</p>

Any Other Statements or additional assessment:	Site Comments