

Project Title:	Using Jacks for lifts trucks	Risk Assessment No:	FLT-RA62
Task/Activity:	Jacking & Blocking of FLT's	Project No:	62
		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	Jacks are subject to Statutory Inspections but the hydraulic failure of a jack can never be ruled out.		X		X					10
2	Blocks must be physically & visually Inspected but the failure of a block can never be ruled out.		X		X					10
3	Overloading jacks or blocks		X			X				8
4	FLT falling off jacks or blocks		X		X					10
5	Trapping of Operative		X		X					10
6	Un-even floors			X		X				4
7	Unsuitable working area within premises			X		X				4

Risk Assessment Scores	10+ High Risk	5 – 9 Medium Risk	1 – 4 Low Risk
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Combined Risk Evaluation = **8 Medium Risk**
(combined Score Divided by No. of Hazards:- 56/7=8)

PERSONS AFFECTED					PPE REQUIREMENTS						
Operatives	x	Members of Public		Site Visitors	x	Harness & Lanyard		Hi-Viz Clothing	x	Respiratory Protection	x
Other Workers	x	Managers	x	Young Persons		Hearing Protection	x	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	Medium Risk			Determine if further safety precautions are required to reduce risk to as low as is reasonably practicable
	1	1	2	3	4				

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

ADDITIONAL CONTROL MEASURES	
Information / Instruction / Training	Managerial Controls
<p>All operatives should be informed of the hazards of working with Jacks & Blocks on FLT's (<i>and other vehicles</i>) and instructed on the required safe systems of works and control measures via induction.</p> <p>All operatives to be provided with appropriate PPE and trained in its use and application.</p> <p>Train all operatives to use, and the need for, appropriate PPE, as and when required;</p> <ul style="list-style-type: none"> • Hard Hat (EN 397:2012) • Safety Glasses (EN 166:2001) • 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) 	<p>Ensure adequate supervision is provided and that control measures remain valid for the duration of the work with jacks & blocks.</p> <p>Ensure appropriate safety equipment and PPE are made available. Managers to ensure all safeguards are in place and that the appropriate PPE is provided and used.</p> <p>Ensure all plant and equipment is properly maintained and has been certified by 'thorough examination' where appropriate; see Appendix 1 that compliments this assessment.</p> <p>FLT – RA62 - APPENDIX 1: EQUIPMENT CHECKS over two pages.</p>
Physical Controls	Procedural Controls
<p><u>General Info for Operatives</u> Competent Employees only shall elevate, jack and block vehicles or mobile equipment at any time.</p> <p>Any re-adjustment of the load on any support mechanism must be carried out by a Competent Employee at all times.</p> <p>Where prolonged placement of equipment on support structures occur, these structures shall be re-inspected by a Competent Employee at all times, especially prior to anyone going beneath the elevated load.</p> <p>All lifts which require the raising of the vehicle or mobile equipment through the use of jacks shall use two forms of support at all times.</p> <p>Jacks which are used to raise equipment shall be replaced by rigid supports (<i>i.e. jack stands/Axle stands or wooden blocking</i>) as soon as practicable.</p> <p>Secondary supports shall be installed at the same time and concurrently with the raising of the load.</p> <p>Positioning of support structures (<i>jack stands/Axle stands or wooden blocking</i>) shall be done in such a manner as to ensure firm, positive contact between the support and the load.</p> <p>Any equipment used to raise or support loads shall be inspected prior to its use.</p> <p>Instructors must keep maintenance, inspection, modifications and repairs records for each automotive lift.</p> <p>Properly shaped, manufactured wheel chocks shall be used to chock the wheels of the vehicle or mobile equipment to prevent moving.</p> <p>The maintenance manual for the vehicle or mobile equipment shall be consulted prior to jacking or supporting</p>	<p><u>Prohibitions</u> Workshop built stands used to support automotive or mobile equipment loads <u>shall not and must not be used</u>.</p> <p>Wheel rims, concrete blocks, metal pipes, or any other metal item not specifically manufactured for the support of vehicles or mobile equipment shall not be used at any time as a support for vehicles or mobile equipment.</p> <p>Log ends or 'rounds' of wood shall not and must not be used as wooden blocking or supports.</p> <p><u>Restrictions</u> Loads placed on jack stands shall not exceed 50% of the rated capacity of the jack stand (<i>i.e. if a jack stand rating is indicated by the manufacturer as 8 tons, the maximum permitted load is limited to 4 tons</i>).</p> <p>Wooden blocking used to support vehicles or equipment shall be in good condition. Minimum size: 100mm x 100mm and maximum size: 200mm x 200mm (<i>nominal dimensions</i>).</p> <p>Lumber of 50mm nominal dimension may be used as a single spacer only; not for blocking (<i>i.e. 50mm x 100mm, 50mm x 150mm, 50mm x 200mm, 50mm x 250mm, etc.</i>)</p> <p><u>Specifically: Jack Stands/Axle Stands</u> (<i>Vehicle Support Stands</i>) Jack stands/Axle stands shall always be used in pairs.</p> <p>All jack stands/axle stands shall be provided with labels indicating the proper procedure to be followed (<i>generally provided on the equipment by the manufacturer</i>).</p> <p>Secondary supports shall always be used with jack stands/axle stands. This may be in the form of an additional set of jack stands, wooden blocking, (<i>see block-</i></p>

<p>any unit.</p> <p>When using Jacks & Blocks ensure the working area is well away from other plant, equipment and people, as is reasonably practicable.</p> <p>SAFE WORKING AREA: Before commencing work on site, ensure that the allocated work area is a safe area to work in, segregated from other traffic and any other site hazards.</p> <p>The ground should be level and firm for the jacking operation.</p> <p>Important Note: If you are not satisfied that the work area is safe, you must contact the site manager to request an alternative area.</p> <p>If a suitable area is not available, you should not commence any work and contact your depot manager.</p> <p>On agreement of your safe working area you must cone-off the allocated area.</p> <p>Ensure that the ignition keys are removed from the FLT being worked upon.</p> <p>Place a "Do Not Use" maintenance sign on the steering wheel of the forklift.</p>	<p><i>specifics below</i>) or other suitable means of support capable of holding the load.</p> <p>Jack stands/Axle stands shall be placed on a hard level surface capable of sustaining the load.</p> <p>Secondary blocking is to be used on any elevated Machines or loads.</p> <p>Loads must be centred on the 'saddles' at the top of each stand, the loads and 'saddles' must be stable, and the saddles must contact a vehicle surface which can support the load.</p> <p>Competent Employees will ensure that jack stands/axle stands are used correctly to prevent them from being shock-loaded.</p> <p>Specifically: Wooden Blocking Wooden blocking shall be made from hardwood species such as Oak or Douglas Fir of a suitable size to ensure strength (<i>min. nominal dimensions 100mm x 100mm</i>).</p> <p>Softwood species such as pine, spruce or cedar <u>shall not and must not be used.</u></p> <p>Wooden blocking shall be free from rounded edges, visible rot, cracks, shakes or splits.</p> <p>Oil soaked wooden blocking must be inspected for suitability prior to use.</p>
<p>HSE & Other Guidance</p>	<p>Comments</p>
<p>Provision & Use of Work Equipment Regulations 1998 (PUWER)</p> <p>PUWER ACOP – L22</p> <p>Lifting Operations & Lifting Equipment Regulations 1998 (LOLER)</p> <p>LOLER ACOP – L113</p> <p>General Document - HSG 261 - Health and safety in motor vehicle repair and associated industries</p> <p>General Document – INDG 434 - Working safely under motor vehicles being repaired</p> <p>FLT – RA62 - APPENDIX 1: EQUIPMENT CHECKS over two pages.</p>	

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: Specific Note: 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).</p> <p>EMERGENCY ACTION REQUIRED:</p> <p>IF YES, WHAT 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>Caution 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. 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