

Risk Assessment Form

School/Dept:

Name of assessor:

Date of Assessment:

Activity: **Lift Truck operations (model assessment)**

Signature of Assessor:

Date of Next Assessment:

Hazards	Who may be harmed	Existing Precautions	Further actions required	Action owner	Hazard Severity 0 - 5	Likelihood 0 - 5	Risk Rating
Inappropriate Lift Truck operations	Lift Truck operator, Staff, students, public in vicinity of Lift Truck operations	Appointment of a responsible person in each school / department to coordinate Lift Truck operations.					
Inappropriate driving / operation of Lift Truck	Lift Truck operator, Staff, students, public in vicinity of Lift Truck operations	University Lift Trucks are driven only by operators, appointed in writing following attendance of an approved training course. Periodic re assessment carried out by school / department. Lift Trucks are securely parked with ignition keys removed.					
Pedestrian crush injury	Staff, students, public in vicinity of Lift Truck operations	Pedestrians are securely prohibited from entering Lift Truck operating area by use of barriers, marking of routes or warning devices. Where this is not achievable, a suitably experienced banks-man will be used. Along					

		with audible/visual warning alarms fitted to Lift Truck. Hi Visibility clothing is worn by all persons involved in Lift Truck operations.					
Operator crush injury	Lift Truck operator	University Lift Trucks are not operated on unacceptably uneven surfaces and are fitted with 'fall out protection' seat belts.					
Passenger crush injury	Lift Truck passenger	Passengers are <u>not</u> allowed to ride on University Lift Trucks.					
Vehicle / vehicle impact	Lift Truck operator, other vehicle operators	University Lift Trucks are <u>not</u> used on public highway. Where Lift Trucks are used on private roads outside the confines of buildings, vehicles are securely prohibited from entering Lift Truck operating area by use of barriers, marking of routes or warning devices. Where this is not achievable, a suitably experienced banks-man is used.					
Lift Truck / workplace structure impact	Lift Truck operator	Workplace and structural features which could be impacted by Lift Trucks are identified, marked and protected with impact barriers, signs etc. Good levels of ambient lighting are maintained.					

Impact injury from falling objects	Lift Truck operator / banks-man	Lift Truck forks are not overloaded, loads are transported at low speeds with forks in lowered position. Operation of Lift Trucks on uneven ground is avoided. Head protection required to be worn by staff involved in Lift Truck operations where there is a risk of falling objects.					
Entrapment injury caused by Lift Truck mechanical failure	Lift Truck operator / banks-man	University Lift Trucks are routinely serviced and are also inspected to satisfy LOLER requirements. Routine operator checks are carried out with local records maintained.					
Fire explosion	Inappropriate Lift Truck charging / re fuelling regime	University Lift Trucks are recharged / re fuelled in designated, well ventilated, secure areas. Ignition sources controlled. Fuel /gas bottles stored in designated areas.					
Chemical / acid burns	Inappropriate Lift Truck battery maintenance regimes.	Lift Truck battery maintenance carried out only by competent, authorised staff. Safety Data Sheets and COSHH assessments provided to staff responsible for battery maintenance. Suitable eye, hand PPE is also provided.					
Electrical burns	Inappropriate Lift Truck battery maintenance regimes.	University Lift Trucks are maintained only by competent, authorised persons.					

Fall from height	Persons lifted by Lift Truck	Persons are lifted only in approved, suitably guarded, purpose built cage securely fitted to the Lift Truck forks. The use of purpose built MEWP's is encouraged.					
Structural collapse	Lift Truck operator, staff in vicinity of Lift Truck operations.	Workplace and structural features which could be damaged by Lift Truck operations such as fragile floors, drain / duct covers are identified, protected and / or marked.					
Manual handling injury during gas bottle exchange	Lift Truck operator maintainer.	Manual handling assessment carried out and communicated to Lift Truck operators. Lowest practical volume gas bottles used.					
Cumulative muscular skeletal injury caused by repetitive twisting / turning.	Lift Truck operator	University Lift Trucks are operated for short a period only which naturally creates acceptable work / rest cycles.					
Noise induced hearing loss	Lift Truck operator / banks-man	Noise assessment carried out on Lift Truck operations. Hearing protection provided as indicated by assessment.					

Insert additional local issues here as required							
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