

## Forkway Risk Assessment – RA 004



Task/ Activity	This assessment covers Forkway Engineers working at height from warehouse steps or podium platforms.			Persons Exposed		
Location	Forkway locations and customer sites throughout the UK and Republic of Ireland.			Forkway Employees	Customer Employees	Members of Public
Name of Assessor(s)	Vic Hargreaves (Regional SHEQ Advisor)	Date of Assessment	12/04/2024 (V2)	1 - 2	May be in area	May be in area
		Date of Next Review	12/04/2025			
Stop and Think						
Before undertaking any task/ activity it is essential that you have read and understood all of the control measures in this document and are satisfied that the control measures herein are suitable and sufficient. If you find the control measures are not suitable and sufficient, contact your line manager before proceeding.						
The personal protective equipment required at all times throughout the task is Safety Boots, Overalls, Nitrile Gloves and Safety Glasses. Where additional PPE is required it will be identified at the relevant points in this risk assessment, supporting risk assessments, supporting safe working methods and relevant COSHH assessments.						

Hazard	Initial			Control Measures	Residual		
	Likelihood	Severity	Rating		Likelihood	Severity	Rating
1. Platform being struck by moving vehicles in area;	3	5	15	Avoid work in areas with high volumes of vehicle or pedestrian movements. Where this cannot be avoided, a cordon should be made around the working area. Ensure cordoned off area if visible to site traffic. Avoid working at blind corners, etc. Use service vehicle as an extra barrier where possible. Consider illuminating vehicle warning lights and beacons where visibility may be an issue.	1	5	5
2. Platform or its occupants being struck by moving plant equipment (crane, conveyor system, production line, etc.);	3	5	15	Before task ensure you assess the risk of moving obstructions which could impact you. Avoid work in any area where a moving obstruction could be present. If work in these areas cannot be avoided, the moving obstruction must be isolated and locked off before the task begins.	1	5	5
3. Platform or its occupants being struck or trapped by equipment under repair or its components moving unexpectedly;	3	5	15	Equipment under repair must be parked on firm, level ground with parking brake applied prior to starting. The equipment must be isolated, with the keys removed. Keys must remain in the possession of the engineer throughout task. Elevated components or ones that could move must be secured/ supported with chains, slings, blocks or similar to prevent unexpected movement. Follow manufacturer's maintenance manual for instructions on how best to support components.	1	5	5

### MULTIPLY THE LIKLIHOOD AND SEVERITY TO GET THE RISK RATING

Likelihood - (5=Very Likely, 4= Likely, 3= Possible, 2= Unlikely, 1= Highly Unlikely)

Severity - (5=Very Severe, 4= Severe, 3= Moderate, 2= Slight, 1=Negligible)

0- 5 = Low Risk - No Action Required.

6-15 = Medium Risk - Ensure adequate controls are in use.

16-25 = High Risk - Stop operation and implement adequate control measures

Hazard	Initial			Control Measures	Residual		
	L	S	R		L	S	R
4. Platform or its occupants being struck or trapped by equipment under repair or its components during operational test;	3	5	15	If an operational test is required, all parts of whole person, their clothing/ PPE, tools or rags must be kept entirely clear of the equipment under repair and it's components throughout whole task. Before starting, ensure that all parts of the platform are well clear of the machine and its components and will continue to remain clear should the equipment under repair or its components move.	1	5	5
5. Platform or its occupants striking or coming into contact with overhead services;	2	5	10	Work must never be undertaken anywhere near high voltage electricity lines. Avoid work in areas where overhead services are present (pipes, telephone cables, etc.). Where work cannot be avoided extra caution must be taken to avoid striking or coming into contact with the obstruction. If working position has poor head clearance, bump cap must be worn. For pipes, check with customer what runs through the pipe before proceeding. If the contents running through the pipe are harmful to human health seek an alternative area.	1	5	5
6. Fall from platform;	3	5	15	Ensure wheels are retracted and platform is sitting on its feet before accessing it. Work must only be undertaken from the working platform area. Do not work from steps under any circumstances. Platform has full guard rails around it. Ensure any gates are closed and locked. Only one person should work from the platform at a time and must wear a restraint belt and snap hook. Snap hook must be connected to the railing furthest from the steps to prevent person reaching a position that they could fall from. Ensure pre-use checks are completed on restraint belt and snap hook and that they are within current Thorough Examination. You must work only from the platform floor and never attempt to climb on guard rails or work from any other additional piece of access equipment on the platform. Ensure platform area and steps remain free from all slip or trip hazards.	1	5	5
7. Slip, trip or fall when climbing or descending the steps;	3	5	15	Ensure wheels are retracted and platform is sitting on its feet before accessing it. Ensure steps are in good condition, clean, dry and free from slip or trip hazards. Ensure handles/ rails are in good condition and maintain 3 points of contact when climbing or descending steps. Ensure boots are clean, dry and free from oil, grease or similar contaminants.	2	5	10
8. Persons on ground struck by items falling from platform;	2	5	10	Ensure platform area is fitted with toe boards which are effective. Minimal amount of tools, parts or other items required will be held on platform. All items, where possible must be stored neatly in a suitable box within the platform. No persons are permitted to be within the cordoned off area when the platform is in use. Any person standing nearby must wear a hard hat.	1	5	5
9. Collapse or failure of platform;	2	5	10	Ensure platform is hired from approved supplier, is maintained and within current Thorough Examination (minimum 6 months). User must complete pre use checks before using platform. Do not operate if any defect is found.	1	5	5

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Hazard	Initial			Control Measures	Residual		
	L	S	R		L	S	R
10. Overturning of Platform;	3	5	15	Ensure wheels are retracted and platform is sitting on its feet before accessing it. Platform must only be operated by employees who are trained and authorised to do so. Ensure platform is used following manufacturer's instructions and within its operating limitations. Do not overload platform past its maximum weight capacity. Platform will be located on firm level ground in a cordoned off area. Do not use outdoors in high wind, rain, ice or snow.	2	5	10
11. Platform sinking or ground giving way;	2	5	10	Platform must only be used on firm level ground. Ensure ground conditions are strong enough to hold capacity of the platform. Do not use platform over drains, manhole covers or on soft/ weak ground conditions. Continue to dynamically assess ground conditions throughout task and remain vigilant for anything that may change the ground's load bearing capacity (heavy rain, etc.).	1	5	5

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