

## Forkway Risk Assessment – RA 003



Task/ Activity	This assessment covers Forkway Engineers working at height from a MEWP.			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)	Westley Hawkins (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 always required 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. Striking pedestrians, vehicles or fixed objects with MEWP when manoeuvring MEWP or MEWP basket into desired position;	3	5	15	Person operating the MEWP must be fully trained and authorised to use the equipment. Prior to use the operator must familiarise themselves with the controls and follow the manufacturer's operating instructions. Avoid work in areas with high volumes of vehicle or pedestrian movements. Where this cannot be avoided, adjust speed to a slower setting. Once the MEWP has reached its desired location a cordon should be made around the working area before manoeuvring the basket into its desired position. Hard hat must be worn if there are overhead obstructions present.	1	5	5
2. MEWP being struck by moving vehicles in area;	3	5	15	As above, 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
3. MEWP or its occupants being struck by moving plant equipment (crane, conveyor system, production line, etc.);	2	5	10	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
4. MEWP 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 and do not use tag fitted, 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,	2	5	10

### 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
5. MEWP or its occupants being struck or trapped by equipment under repair or its components during operational test;	3	5	15	slings, blocks or similar to prevent unexpected movement. Follow manufacturer's maintenance manual for instructions on how best to support components.	1	5	5
6. Occupants of MEWP being trapped or crushed between the MEWP guard rails and other fixed or moving objects;	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 its components throughout whole task. Before starting, ensure that all parts of the MEWP and basket are well clear of the machine and its components and will continue to remain clear should the equipment under repair or its components move.  Always ensure all occupants of the MEWP keep all parts of their person within the confines of the MEWPs guard rails when moving or manoeuvring into position. Occupants must never position any part of their person through the middle of the guard rails. Adjust the height of the MEWP if you cannot reach your intended location.			
7. MEWP or its occupants striking or coming into contact with overhead services;	3	5	15	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. Slowest possible speed setting must be used, and a hard hat 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
8. Contact, trapped or entangled with moving parts of the MEWP.	2	5	10	Keep all parts of your person within the confines of the MEWP basket and fully clear of moving parts at all times when manoeuvring. Ensure all guards and covers are in place. Isolate the equipment and remove the keys when not in use. Ensure all persons remain out with the cordoned work area. If persons enter area stop operation until they have left.	1	5	5
9. Fall from MEWP <u>when positioning, moving, unloading or loading (or when working from a Boom type machine basket</u>	3	5	15	MEWP has full guard rails around it. Ensure all gates are closed and locked. All occupants of the MEWP must wear a full body harness and restraint lanyard. Restraint lanyard must be connected to manufacturer's anchor point and adequately adjusted to prevent person reaching a position that they could fall from. Ensure pre-use checks are completed on harness and lanyard and that they are within current Thorough Examination. Occupants of MEWP must work only from basket floor and never attempt to climb on guard rails or work from any other additional piece of access equipment inside the basket. Ensure basket is free from all slip or trip hazards. <u>It is permissible to disconnect the restraint lanyard from the anchor point in a scissor lift or vertical mobile type machine when at a work position.</u>	1	5	5
10. Slip, trip or fall when accessing the MEWP basket;	3	4	12	Only use the correct access routes to the MEWP and maintain three points of contact. Ensure steps & handles are clean and in good condition. Keep boots clean & free from oil. Never climb freely on equipment under any circumstances.	2	4	8
11. Persons on ground struck by items falling from MEWP basket;	3	5	15		1	5	5

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	L	S	R		L	S	R
12. Failure of MEWP;				Ensure MEWP basket is fitted with toe boards which are effective. Minimal amount of tools, parts or other items required will be carried in MEWP basket. All items, where possible must be stored neatly in a suitable box within the basket. No persons are permitted to be within the cordoned off area when the MEWP is in operation. Any person standing nearby must wear a hard hat.			
13. Stranded at height when working on equipment with raised operating positions (order pickers, MEWPS, etc.)	3	5	15	Ensure MEWP is hired from approved supplier, is maintained and within current Thorough Examination (minimum 6 months). Operator must complete manufacturer's pre use checks before operating MEWP. Do not operate if any defect is found.	1	5	5
14. Overturning of MEWP;	2	5	10	Do not operate MEWP if you are lone working. Ensure there is a secondary contact on site at ground level who knows how to correctly operate any controlled descent devices. Ensure you have your mobile phone or other means of communication on your person to contact for help if stranded. Do not attempt to climb from raised operating position or use rope evacuation. Wait for evacuation into a MEWP following an agreed emergency procedure.	1	5	5
15. MEWP sinking or ground giving way;	3	5	15	MEWP must only be operated by employees who are trained and authorised to do so. Ensure MEWP is operated following manufacturer's instructions and within its operating limitations. Do not overload MEWP past its maximum weight capacity. MEWPs will be located on firm level ground in a cordoned off area. If wind speed is over the maximum permitted by the manufacturer the MEWP must not be operated. Deploy outriggers if fitted for extra stability.	1	5	5
16. Inhalation of exhaust gases, or fumes from MEWP;	3	5	15	MEWP must only be used on firm level ground. Ensure ground conditions are strong enough to hold capacity of the MEWP. Do not use MEWP over drains, manhole covers or on soft/ weak ground conditions. If work in these locations cannot be avoided, contact your line manager before proceeding. 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.).	2	5	10
	3	3	9	Only run machines when there is good ventilation, or an extraction system is fitted and in operation. If working indoors ideally use an electric powered MEWP as preference over an engine powered MEWP Do not run engines in confined spaces or where there is a lack of ventilation. Do not run engines for longer than is necessary. Once in desired position isolate MEWP.	2	3	6

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