



Flexihire
Document: Risk Assessment
Document Title: Telehandler Risk assessment

PLANT RISK ASSESSMENT.

PLANT:	TELEHANDLER
MANUFACTURER:	Haulotte
MODEL:	HTL4017
CAPACITY:	4 Tonne 17 Metre
PLANT I.D NO.:	
SERIAL NO.:	
YEAR OF MANUFACTURE:	
POWERED BY:	Deutz
OWNER OF PLANT:	
LOCATION:	
METHOD OF ASSESSMENT:	

Risk Classification Key: H = high risk (fatality or serious injury) M = medium risk (minor injury requiring medical treatment) L = low risk (first aid treatment or no treatment)

LOCATION OF ASSESSMENT:	
RISK CLASSIFICATION METHOD:	
INSPECTION UNDERTAKEN BY:	OH&S MANAGER

N o.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
1	Persons could be injured or injure others when operating the plant without sufficient training, instruction, supervision and information.	Yes H	An Operator's Manual has been provided by the manufacturer. Persons operating this plant are to be suitably trained in the safe operation of this plant and must read the Operator's Manual prior to operating.	Yes	Prior to Operation
2	Persons could be injured when adhering to a poor system of work in relation to the operation of plant.	Yes H	A system of work adhering to the manufacturer's instructions should be formulated and complied with at all times.	Yes	Prior to Operation
3	Persons could be injured by the plant operating in poor conditions as a result of general wear and tear on components.	Yes H	The plant is accompanied by a Maintenance record/logbook. The operator is to be instructed to check the plant for faults prior to commencing works each day and if they are serious, report them immediately otherwise record them in the maintenance records logbook.	Yes	Prior to Operation
4	Persons could be injured if they were unable to stop the operation of the forklift in an emergency situation.	No - The manufacturer has supplied an emergency stop button.	The operator must ensure that he/she is aware of the location of the emergency stop button on the plant.	Yes	Prior to Operation
	Persons could be injured if the plant		A "DANGER DO NOT USE" sign should be attached to the plant		

5	which is known to be faulty and unsafe is operated.	Yes H	by an authorised person, signed and dated. The operator should be instructed that while such tags are attached to the machine it must not be used until the tag is removed by a qualified mechanic.	Yes	Prior to Operation
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6	Persons could be injured if the operator of the plant is not familiar with the working environment.	Yes H	The operator should be instructed to inspect the area where the plant is intended to be operated prior to works commencing and enquire if there are any site specific requirements to be observed.	Yes	Prior to Operation
7	Persons could be injured if the operator is not aware of hazards and unsafe conditions which may result in accident or injury when operating the plant.	Yes H	The operator should be trained in determining unsafe conditions and hazards that are relative to the plant's safe operation.	Yes	Prior to Operation
8	Persons may be injured if the operator does not understand the plant they are operating.	Yes H	The operator must be trained to fully understand the plant and its operating instructions. Operator's must hold an appropriate Certificate of Competency to operate this plant.	Yes	Prior to Operation
9	Persons could be injured if the operator performs duties which are beyond their responsibilities and capabilities.	Yes H	The operators should be instructed not to carry out work that is outside their normal duties and report any matter of concern to their supervisor.	Yes	Prior to Operation
10	Persons could be injured if the plant was not confirmed to be safe in accordance with the	No - The plant has been satisfactorily	A compliance plate indicating testing has been conducted should be permanently fixed to the plant. The operator	Yes	Prior to Operation

requirements of the Statutory Authority by testing.	tested for compliance with the OHS Plant Regulations.	should be advised to ensure that this plate remains on the plant and is clean and legible.		
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11	Persons could be injured if the plant has not been tested and inspected in accordance with manufacturer's instructions prior to works each day.	Yes H	Instruct the operator or a competent person to check and test the machine in accordance with the manufacturers checklist and record the findings in the maintenance/logbook prior to commencing work.	Yes	Prior to Operation
12	Persons could be injured if the plant has been modified from its original design.	Yes H	The operator should be instructed that any modification to the plant should be approved by the manufacturer or some other suitably qualified engineer and that all relevant design information/computations must be retained and be available upon request by the appropriate authority.	Yes	Prior to Operation
13	Persons could be injured if the controls and instruction signs and warning decals are damaged in a hostile environment.	Yes M	Instruct the operator to cover and protect the controls identification signs and warning decals if the plant is left out in the weather or in a hostile environment.	Yes	Prior to Operation
14	Persons could be injured if the operator does not understand the instruction and warning plates and stickers mounted on the plant.	Yes H	Ensure that all stickers, warning plates an instructions are clearly legible, and in English. International signs are not acceptable.	Yes	Prior to Operation
	Persons could be injured if a plant that is not		The manufacturer has provided an operators instruction manual.		

15	operating as designed by the manufacturer is used.	Yes H	This manual prohibits such operation. Instruct the operator to cease use of a malfunctioning plant and attach a "DANGER DO NOT USE" tag. Record the matter in the maintenance/logbook.	Yes	Prior to Operation
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16	Persons could be injured if a plant that has been tagged with a "DANGER DO NOT USE" tag is operated.	Yes H	The manufacturer prohibits such use. A "DANGER DO NOT USE" tag should be attached to the plant by an authorised person, signed and dated. The operator should be instructed that while such a tag is attached to the machine it must not be used until the tag is removed by a qualified mechanic.	Yes	Prior to Operation
17	Persons could be injured if a component of the plant fails or collapses.	No - The plant has been designed in accordance with a recognised published technical standard.		Yes	Prior to Operation
18	Persons may be injured if struck by the Manitou.	Yes H	All operators of the Manitou must be instructed on speed limits to be adhered to and the use of warning devices. Manitou operations are to be isolated to prevent access of unauthorised persons. An audible alarm and flashing beacon must be fitted to the Manitou.	Yes	Prior to Operation
19	Persons could be injured if any of the safety devices are disabled.	Yes	The operator is to be instructed that safety devices are not to be disabled and must be	Yes	Prior to

		H	checked each day prior to works commencing.		Operation
20	Persons may be injured if they slip during access an egress from the Manitou.	No - The manufacturer has provided non-skid footplates and handholds on the plant.	The plant must be clean of grease and oil at all times.	Yes	Prior to Operation

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21	Persons could be injured if the operator endeavours to extend the use of the plant beyond its working limit.	No - A working radius diagram has been provided by the manufacturer.	The operator should be trained in the meaning of this chart and have a clear understanding of its use.	Yes	Prior to Operation
22	Persons could be injured if the plant is started and / or operated by an unauthorised person.	Yes H	Instruct all personnel that upon leaving the plant they should ensure that the plant is made safe and unable to be operated by unauthorised personnel.	Yes	Prior to Operation
23	Persons could be injured while working upon or being close to moving mechanical parts while wearing loose fitting clothing.	Yes M	Instruct the operator upon working the mechanical parts to wear close fitting clothing.	Yes	Prior to Operation
24	Persons could be injured while being close to mechanical or moving parts while having long hair.	Yes M	Instruct the persons involved to wear a hair net or other restraining device during works with the plant.	Yes	Prior to Operation
25	Persons could be injured if plant was being operated in a poorly lit environment.	Yes	Instruct the operator that they must ensure that they have absolute clear vision in a properly lit workplace at	Yes	Prior to

		H	all times.		Operation
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26	Persons could be injured if the operator is under the influence of alcohol or drugs.	Yes H	Instruct the operator that operating the plant under the influence of alcohol or drugs is prohibited and a breach of company policy.	Yes	Prior to Operation
27	Persons could be injured if the operator's performance is inhibited by poor health or medication with side effects.	Yes H	Instruct the operator that they must report to a supervisor if they are suffering from poor health and their safe operating ability may be inhibited.	Yes	Prior to Operation
28	Persons could be injured if the operator's performance is inhibited by excessive fatigue.	Yes H	Instruct the operator to report to their supervisor if they are suffering from excessive fatigue and their safe operating ability may be inhibited.	Yes	Prior to Operation
29	Persons could be injured if the operator's handling of controls are abrupt or contain sudden actions.	Yes H	Instruct the operator that they must start and stop any level operation in a gradual manner. Operation should be conducted smoothly and securely.	Yes	Prior to Operation
30	Persons could be injured if plant becomes uncontrollable while more than one operation is being carried out at the same time.	Yes H	The operator should be instructed to use only compound operations when they may be carried out smoothly with no sudden change in speed and in safe manner.	Yes	Prior to Operation

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31	Persons could be injured if unauthorised persons, equipment or vehicles move into the working area.	Yes H	Instruct the operator that the plant's working area is to be designated and barricaded to limit entry to authorised personnel only.	Yes	Prior to Operation
32	Persons could be injured if the operator has their attention diverted from their duties.	Yes H	Instruct the operator that they should not drink, eat, read or otherwise divert their attention from the operations while operating the plant.	Yes	Prior to Operation
33	Persons could be injured if tools or other items are left in the work area and foul access to the action of specific controls.	Yes H	Instruct the operator to ensure that the work area is clean and tidy and any tools or other items are properly stowed at all times.	Yes	Prior to Operation
34	Persons could be injured if the plant is operated on surface which may not sustain its weight.	Yes H	Instruct the operator to check the ground conditions or structure loadings with a supervisor before operating.	Yes	Prior to Operation
35	Persons may be struck on the head while operating on site.	Yes H	Instruct all personnel to wear appropriate personal protective equipment whilst on site.	Yes	Prior to Operation

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36	Persons could be injured if the plant is travelled in an area where space is limited on rough ground and sloping terrain.	Yes H	Instruct the operator to be directed by a guide and travel carefully and slowly when moving the plant.	Yes	Prior to Operation
37	Persons could be injured if the plant is parked improperly or on sloping terrain.	Yes H	Instruct the operator that prior to parking or leaving the plant unattended the plant must be parked on suitable terrain and made safe.	Yes	Prior to Operation
38	Persons may be injured if struck by a moving machine.	Yes H	The area where the plant is operating should be barricaded with limited access to authorised personnel only. All personnel should wear appropriate personal protective equipment.	Yes	Prior to Operation
39	Persons may be injured or crushed between this plant and other equipment or plant.	Yes H	All personnel are to wear appropriate personal protective equipment and to be aware of other plant and equipment in the works area.	Yes	Prior to Operation
40	Persons may be injured or crushed if the plant tips or rolls over upon a poor surface.	Yes H	The operator should be instructed to operate only on a solid level surface within the capacity and the recommended use of the plant.	Yes	Prior to Operation

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41	Persons could be injured by horseplay or inappropriate behaviour.	Yes H	All personnel are to be instructed to behave responsibly and not to indulge in any unwarranted actions.	Yes	Prior to Operation
42	Persons could be injured if personnel are day dreaming and not concentrating on the task.	Yes H	All personnel are to be instructed to stay alert and concentrate on the works at all times.	Yes	Prior to Operation
43	Persons could be injured if the plant slides in wet or slippery conditions.	Yes H	All personnel should be instructed exercise caution during works with this plant.	Yes	Prior to Operation
44	Persons could be injured when the plant is moved.	Yes	The operator should be trained to look carefully prior to moving the plant.	Yes	Prior to Operation
45	Persons could be injured if the plant collides with other plant or equipment.	Yes H	The operator should be instructed to travel at a safe distance from other plant and equipment when moving the plant.	Yes	Prior to Operation

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46	Persons could have their hands injured while carrying out tasks on the plant.	Yes H	Instruct all personnel to wear suitable personal protective equipment including gloves. All personnel to be competent.	Yes	Prior to Operation
47	Persons could be injured if the plant was parked on a public road or place.	Yes M	Instruct the operator to ensure that the plant is stowed safely and appropriate warning signs are set up surrounding the unit. The plant is to be made safe prior to leaving it unattended.	Yes	Prior to Operation
48	Persons could be injured if the plant was parked at a public place or road at night.	Yes M	Instruct the operator to ensure that the plant is parked safely with appropriate signage and warning decals around the unit.	Yes	Prior to Operation
49	Persons could be injured if the plant damaged underground hazards such as gas, electricity and water pipes or other buried objects.	Yes M	Instruct the operator to inspect the ground where the plant is to be operated. Appropriate engineering documentation should be obtained from the supervisor where necessary to determine that the ground conditions are safe.	Yes	Prior to Operation
50	Persons could be injured by a lightning strike.	Yes	All personnel should instructed to remain at a safe distance from the plant is the event of a lighting storm and make the plant safe.	Yes	Prior to

		H			Operation
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51	Persons could be injured if the plant makes contact with live electrical conductors.	Yes H	The operator should be instructed not to operate the plant near 'live' wires. Appropriate measures should be taken to adhere to the "NO GO ZONE" recommendations.	Yes	Prior to Operation
52	Persons could be injured by live electrical conductors if the plant is parked in close proximity to them.	Yes H	Instruct all personnel to adhere to the "NO GO ZONE" recommendations when parking the plant.	Yes	Prior to Operation
53	Persons could be injured by the plant being set up or parked in close proximity to high power electromagnetic wave emitters e.g. radio or television transmitters.	Yes H	Instruct all personnel to ensure that the site supervisor contacts the relevant authority or company and establishes safety prior to commencing works.	Yes	Prior to Operation
54	Persons may be injured or suffer suffocation by exhaust fumes when working in confined spaces.	Yes H	Instruct the operators to refrain from working in confined spaces. Alternatively, ensure that adequate ventilation is provided. Use L.P.G in such confined areas.	Yes	Prior to Operation
55	Persons could be injured while operating the plant from exhaust fumes.	No - The exhaust is directed	The exhaust system must be properly maintained. When operating in confined spaces or poorly ventilated areas L.P.G is to be used if an available fuel source.	Yes	Prior to Operation

		away from the operator.			
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56	Persons could be injured by contacting the exhaust system on the Manitou.	No - Exposed sections of the exhaust have been fitted with thermal guards.	Ensure all personnel are competent in the safe use of the Manitou.	Yes	Prior to Operation
57	Persons could be injured by unexpected movement of the plant.	Yes H	Instruct the operator to ensure that the plant is made safe prior to leaving it unattended. Ensure that unauthorised personnel do not have access to the work area where the plant is operating.	Yes	Prior to Operation
58	Persons could be injured by the failure of the Manitou to sustain suspended loads.	Yes H	Ensure that the plant is regularly serviced and maintained by qualified personnel. The operator must conduct daily inspections of the forklift and record the results in the logbook. In the case of a fault detected the plant must be tagged with a "DANGER DO NOT USE" tag until it is made safe for use.	Yes	Prior to Operation
59	Persons could be injured due falling objects.	No - The forklift has been fitted with an overhead guard.	Ensure that all personnel wear suitable personal protective equipment during works with the forklift and that the work area is adequately barricaded and guarded.	Yes	Prior to Operation
	Persons could be injured by a parked		Instruct the operator to ensure that the plant is parked with its forks		

60	Manitou with the forks raised.	Yes H	flat on the ground and the brake applied. The keys must be removed from the ignition and the plant made safe prior to leaving it unattended.	Yes	Prior to Operation
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61	Persons could be injured if the operator lifts a load which is beyond the Manitou's rated capacity.	No - The manufacturer has supplied a load chart for the Manitou.	Ensure that the operator refers to the load chart and does not exceed the plants rated capacity under any circumstances. The load chart must be kept clean and legible at all times.	Yes	Prior to Operation
62	Persons could be injured if maintenance personnel do not understand the workings of the plant.	Yes H	Only qualified personnel to maintain and service the plant. An operators and maintenance manual has been provided by the manufacturer. Service and maintenance personnel are to read and thoroughly understand the plant's operator's, instruction and service manual.	Yes	Prior to Operation
63	Persons could be injured if maintenance personnel are not qualified and competent to undertake maintenance and repairs on the plant.	Yes H	Only qualified and competent personnel are to undertake repairs and maintenance on the plant.	Yes	Prior to Operation
64	Persons could be injured if repairs and maintenance are conducted whilst the plant is operating.	Yes H	Maintenance and repairs personnel are to be instructed not to work on the plant while it is operating.	Yes	Prior to Operation

65	Persons could be injured if repairs and maintenance were conducted whilst the engine was running.	Yes H	The engine is to be stopped when maintenance and repairs are being undertaken on the plant. A notice should be put in place advising that maintenance and repairs are being undertaken on the plant.	Yes	Prior to Operation
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66	Persons could be injured if the plant becomes unstable due to its supporting surface collapsing or deteriorating during repairs and maintenance.	Yes H	Instruct the operator to park the plant in a safe location and if there is any doubt to seek the advice from their supervisor or an engineer.	Yes	Prior to Operation
67	Persons could be injured if the plant is disassembled.	Yes M	Ensure that all machine guards are in place before starting the engine.	Yes	Prior to Operation
68	Persons could be injured if maintenance and repairs are being conducted on an incline.	Yes H	Instruct the operator that the plant should be set up on a firm and level ground for service and general maintenance. Should this not be practical as in the case of a repair the plant must be made as safe as possible.	Yes	Prior to Operation
69	Persons could be injured if the plant is not properly maintained and serviced.	Yes H	A system should be in place for maintenance and repair of the plant. Only qualified and competent personnel to undertake maintenance and repair on the plant.	Yes	Prior to Operation
70	Persons could be injured if electrical wiring is modified.	Yes H	Instruct the operator not to modify or permit other personnel to modify the electrical wiring within the plant unless authorised.	Yes	Prior to Operation

71	Persons could be injured if persons are smoking near the plant.	Yes M	All personnel are to be instructed to refrain from smoking near the plant. "NO SMOKING" signs should be attached to the plant.	Yes	Prior to Operation
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72	Persons could be injured in the event of a fire.	No - A fire extinguisher has been provided.	Instruct all personnel on how to use the fire extinguisher.	Yes	Prior to Operation
73	Persons may be injured if there is a fuel leak in the fuel system and the Manitou is operated.	Yes M	Instruct the operator to undertake daily checks prior to operating the Manitou each day and record any faults. If a fuel leak is detected the Manitou is not to be operated. A "DANGER DO NOT USE" tag must be attached to the plant and the fault must be reported immediately.	Yes	Prior to Operation
74	Persons could be injured or affected by exhaust fumes when operating the plant in confined spaces.	Yes H	Instruct operators not to overstay while working in a confined space unless a special supply of filtered air is provided or adequate ventilation is in place. Use the L.P.G fuel source as an alternative.	Yes	Prior to Operation
75	Persons could be injured if tyres were damaged or punctured on the forklift and the Manitou was operated.	Yes M	Instruct the operator to ensure that daily checks are conducted on the plant. Check the tyres for damages, nails, glass or other objects.	Yes	Prior to Operation

76	Persons could be affected and made unwell if operating the plant in a poorly ventilated area.	Yes H	All personnel to be notified not to start the plant in a poorly ventilated area.	Yes	Prior to Operation
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77	Persons could be injured if the plant was being cleaned with substances that are flammable.	Yes H	All personnel to be instructed not to use flammable substances to clean the machine.	Yes	Prior to Operation
78	Persons could be injured if tools, rags etc are left in the engine compartment.	Yes H	All personnel to be instructed not to leave any tools, rags etc on the engine compartment. The operator should check the engine compartment after work has been conducted there-in.	Yes	Prior to Operation
79	Persons could be injured if the plant is started for use while a warning tag is attached.	Yes H	The operator should be instructed not to start or use the plant when a warning tag is attached.	Yes	Prior to Operation
80	Persons could be injured if the plant is started while a control device is engaged.	Yes M	The operator should be instructed not to start the plant until they have checked that all levers and switches are in the neutral, off or safe position to start plant.	Yes	Prior to Operation
81	Persons could be injured if loads fell off sub-standard, damaged or weak pallets.	Yes H	Instruct the operator to use only pallets that are in good condition and those made by acceptable manufacturers.	Yes	Prior to Operation

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82	Persons could be injured if the plant was operated in inclement weather.	Yes H	Instruct all personnel to cease works in the case of inclement weather.	Yes	Prior to Operation
83	Persons could be injured if an adequate work area was not designated for the plant and personnel.	Yes H	Instruct all personnel not to commence works until an adequate work area has been designated for the plant and personnel.	Yes	Prior to Operation
84	Persons could be injured if loads tipped off the forks.	Yes H	The operator must be instructed to ensure that the forks are as wide apart as the pallet or load will permit. Ensure that the works area is barricaded and guarded to prevent unauthorised access.	Yes	Prior to Operation
85	Persons could be injured or injure others if they conduct welding on load bearing parts without being authorised to do so.	Yes H	Only authorised and competent persons may conduct welding on load bearing parts.	Yes	Prior to Operation
86	Persons could be injured if unauthorised modifications are undertaken on the Manitou.	Yes	All personnel to be instructed that unauthorised modifications to the plant are not to be undertaken under any circumstance.	Yes	Prior to

		H			Operation
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87	Persons could be injured or injure others if they fail to adhere to the manufacturer's instructions.	Yes H	All personnel are to be instructed to adhere to manufacturer's instructions at all times. All personnel should be familiar with the manufacturer's instructions prior to working with this plant.	Yes	Prior to Operation
88	Persons could be injured or injure others if the brakes do not hold and the Manitou moves.	Yes H	Ensure that the operator conducts checks on the plant prior to works commencing each day. Service and maintenance personnel are to inspect the brakes on the plant during routine servicing and maintenance.	Yes	Prior to Operation
89	Persons could be injured if loose loads fell upon them.	Yes H	Instruct the operator to ensure that all loads are safely arranged and stable. Ensure that works area is adequately guarded and barricaded.	Yes	Prior to Operation
90	Persons could be injured or injure others if they slip from a soiled machine.	Yes H	Ensure that the plant is kept clean at all times and personnel are to refrain from climbing on the plant unless necessary and wearing suitable personal protective equipment.	Yes	Prior to Operation

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91	Persons could be injured if an unbalanced load fell off the Manitou, or made it tip over.	Yes H	The operator must be instructed to use extreme caution when handling off-centre loads that cannot be balanced.	Yes	Prior to Operation
92	Persons could be injured while operating on an incline a load could fall off or tip the Manitou over.	Yes H	The operator must be instructed to survey the ground conditions prior to operation and to use caution when working on an incline, particularly when elevating a load.	Yes	Prior to Operation
93	Persons could be injured by stepping into the path of the Manitou.	No - The manufacturer has installed a horn on the plant.	The operator must be instructed to use caution when travelling or operating and be aware of blind spots.	Yes	Prior to Operation
94	Persons could be injured if unsecured accessories slip and fall from loading surface.	Yes H	All accessories are to made secure and safe prior to and during works.	Yes	Prior to Operation
95	Persons could be injured and suffer hearing loss due to defective noise insulation or inadequate personal protective equipment.	Yes H	Personnel to undertake checks each day to ensure that noise insulation on the plant is adequate. All personnel to wear suitable hearing protection, (ear muffs, ear plugs) during works.	Yes	Prior to Operation

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96	Persons could be injured if the Manitou skidded in wet or slippery conditions.	Yes H	Ensure that appropriate tyres are installed to suit the workplace. The driver must be instructed to drive slowly and cautiously at all times during works.	Yes	Prior to Operation
97	Persons may be injured whilst the plant is being transported.	Yes H	Personnel to ensure that prior to transport the Manitou has been made safe and is secured to transport vehicle.	Yes	Prior to Operation
98	Persons may be injured if the plant is transported using a crane and slinging gear and other devices are faulty or unsafe.	Yes H	Appropriate personnel to ensure that all lifting equipment is inspected and safe prior to use. All personnel should wear appropriate personal protective equipment.	Yes	Prior to Operation
99	Persons may be injured if they stand under the plant while it is being suspended by a crane.	Yes H	All personnel to be instructed never to stand under the plant while it is being suspended. The area is to be barricaded to limit access to authorised personnel only.	Yes	Prior to Operation
100	Persons could be injured by loads being propelled from the forks.	Yes H	Instruct the operator not to stop and start abruptly. Acceleration and braking should be gradual.	Yes	Prior to Operation

No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, N and Level of Risk (H, M, L)o)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
101	Persons may be injured or injure others if they fail to adhere to the procedures formulated for use of this plant.	Yes H	All personnel should be instructed, trained and familiar with the procedures in place for use of this plant. Personnel who have any doubts as to the procedure in place should consult their supervisor.	Yes	Prior to Operation
102	Persons could be injured or injure others if their hands slipped off the controls.	Yes H	Instruct all personnel associated with the use of the plant to ensure that their hands are dry at all times.	Yes	Prior to Operation
103	Persons could injure their feet if loose items fell on them.	Yes M	Instruct all personnel to wear suitable safety footwear at all times.	Yes	Prior to Operation
104	Persons could be injured if the operator's vision is impaired by sunlight or bright lights in close proximity.	Yes H	Instruct all personnel to wear sunglasses or some other form of eye protection.	Yes	Prior to Operation
105	Persons could be injured if distracted by noise.	Yes H	Instruct personnel to wear ear muffs or some other form of suitable hearing protection.	Yes	Prior to Operation

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No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
106	Personnel may be injured or injure others by not being visible whilst on the work site.	Yes H	Instruct all personnel to wear a high visibility reflective vest or some other form of suitable garment.	Yes	Prior to Operation
107	Persons could injure their hands or other parts of their body whilst carrying out tasks on the plant.	Yes H	Instruct all personnel to wear suitable personal protective equipment whilst working on the plant and to be cautious at all times during works.	Yes	Prior to Operation
108	Persons could be injured if there was an earthquake during works.	Yes M	Persons should be instructed to step away from the plant and cease works during such an event.	Yes	Prior to Operation
109	Persons could be injured by a speeding forklift.	Yes H	The operator must be instructed to adhere to speed limits at all times during works and obey signage.	Yes	Prior to Operation
110	Persons could be injured by a Manitou colliding with another vehicle.	Yes H	The operator must be instructed to drive at a safe distance from other vehicles and always remain in constant control. The operator is to ensure that the brakes are checked each day prior to works.	Yes	Prior to Operation

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No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
111	Persons could be injured if reaching through mast assembly.	Yes H	A guard should be installed or instruct the operator not to reach through this area under any circumstances.	Yes	Prior to Operation
112	Persons could be injured if loads were tipped forward and fell.	Yes H	The operator must be trained and advised never to tip an elevated load forward unless it is being loaded or unloaded.	Yes	Prior to Operation
113	Persons could be injured by falling loads.	Yes H	Instruct the operator to keep the forks close to the ground e.g. within 100-150mm.	Yes	Prior to Operation
114	Persons could be injured by tipping loads off the forks.	Yes H	Instruct the operator to the mast tilted backwards with the load against it.	Yes	Prior to Operation
115	Persons may be injured due to acid splash or fumes from the batteries.	No - The manufacturer has provided a closure for		Yes	Prior to Operation

		the batteries.			
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116	Persons could be injured if elevating forks dropped and crushed them during maintenance.	Yes H	Ensure that a means is provided to safely prop up the forks while repairs or maintenance is being conducted.	Yes	Prior to Operation
117	Persons could be injured by being entangled in unguarded drives.	No - The manufacturer has provided adequate guarding.		Yes	Prior to Operation
118	Persons could be injured as a result of the Manitou swinging out wide while turning.	Yes H	Instruct the operator regarding turning the Manitou and how to take care while doing so.	Yes	Prior to Operation
119	Persons could be injured if the Manitou operator cannot see ahead.	Yes H	Instruct the driver to travel in reverse with bulky loads that obscure his vision and/or have a co-worker direct him.	Yes	Prior to Operation
120	Persons could be injured if a truck that is being loaded or unloaded by a Manitou rolls away.	Yes H	Instruct the operator to ensure that the truck's brakes are applied and that wheel blocks are in place.	Yes	Prior to Operation

121	Persons could be injured by a load falling off a Manitou while travelling on a ramp.	Yes H	Instruct the operator to always drive the plant with the load uphill at all times while on ramps or hills.	Yes	Prior to Operation
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No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
122	Persons could be injured while travelling as a passenger on the Manitou.	Yes H	Instruct the operator to refuse admission to passengers. Persons are not to travel on the plant as a passenger under any circumstances.	Yes	Prior to Operation
123	Persons could be injured if a load was unbalanced while the plant is running over loose objects.	Yes H	Instruct the operator to remove or pick up loose objects rather than driving them around. Operators are to avoid holes and lumps.	Yes	Prior to Operation
124	Persons could be injured if the load or the plant mast fouls overhead installations.	Yes H	Instruct the operator to familiarise himself with overhead installations in the workplace and to travel with the mast as low as possible.	Yes	Prior to Operation
125	Persons could be injured by wide loads striking stationary objects and falling from the plant or by pushing objects over.	Yes H	Instruct the operator to look out for side clearance and drive in the centre of the aisles where practicable.	Yes	Prior to Operation
126	Persons could be injured if two Manitous lift one load.	Yes H	Instruct the operator that dual lifts must be supervised by an engineer or a competent person.	Yes	Prior to Operation

No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
127	Persons could be injured if the Manitou is driven up or down a ramp on an angle.	Yes H	Instruct the operator that driving up or down a ramp o an angle is prohibited.	Yes	Prior to Operation
128	Persons could be injured if incompatible and unsafe clamp attachments are fitted to the forklift.	Yes H	Instruct the operator to only attach company approved attachments that have their SWL displayed and their method of use clearly displayed.	Yes	Prior to Operation
129	Persons could be injured if slippers were fitted to the forks.	Yes M	Instruct the operator that the use of fork slippers is prohibited.	Yes	Prior to Operation
130	Persons could be injured if loads were raised by the placement of only one fork underneath such loads.	Yes H	Instruct the operator that the use of one fork for lifting is prohibited.	Yes	Prior to Operation
131	Persons could be injured if loads were lifted by a sling attached to one or more forks.	Yes H	Instruct the operator that the use of the forks as a crane jib is prohibited.	Yes	Prior to Operation

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No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
132	Persons could be injured if incompatible and unsafe jib attachments are fitted to the Manitou.	Yes H	Instruct the operator to only attach company approved attachments and lifting gear that has its SWL and method of use displayed there on.	Yes	Prior to Operation
133	Persons could be injured should the counterweight fail to remain in place and the plant overturns 90 degrees.	No - The counterweight is bolted into position.	Instruct the operator to conduct daily checks on the plant and that any faults detected are to be reported and repaired immediately. In the case of faults being detected, the plant is to be tagged with a "DANGER DO NOT USE" tag and is not be used until lit is made safe.	Yes	Prior to Operation
134	Persons could be injured if there is a crack in the fork arm (tine) that is not detected and the Manitou is operated.	Yes H	Instruct the operator to conduct daily checks prior to works and if any faults are detected to cease works immediately. A "DANGER DO NOT USE" tag must be attached to the plant. Remove the key from the ignition and report the fault to the supervisor.	Yes	Prior to Operation
135	Persons may be injured if the tyre pressure is incorrect or the tyres are not in good condition and the Manitou tips over.	Yes H	Instruct the operator to conduct daily checks on the plant and record the results in the logbook. Any faults must be reported immediately and the plant must be tagged with a "DANGER DO NOT USE" tag. Do not use the plant until it has been made safe.	Yes	Prior to Operation
136	Persons may be injured if the plant does not have and overhead guard and load backrest.	No - The manufacturer	Instruct all personnel that the guard and backrest must not be removed.	Yes	Prior to

		has supplied a guard and load backrest.			Operation
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No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
137	Persons may be injured if fuel is put into the Manitou whilst the engine is running.	Yes H	Instruct the operator to turn off the engine when fuelling. Ensure that the operator is competent and holds an appropriate Certificate Of Competency to operate the plant.	Yes	Prior to Operation
138	Persons may be injured if the Manitou driver turns a corner with the load raised and the plant tips over.	Yes H	Ensure that the operator holds an appropriate Certificate Of Competency to operate the plant and keeps the load as low to the ground as possible during travel. The height of the load and fork arms should be no higher than the axle arms.	Yes	Prior to Operation
139	Persons may be injured if smoking when charging or changing plant batteries and the gases emitted ignite and induce an explosion.	Yes H	Instruct all personnel not to smoke when operating the plant or charging and changing batteries.	Yes	Prior to Operation
140	Persons may be injured when travelling with a large load that inhibits their vision.	Yes H	Instruct the operator to use a guide when vision is inhibited.	Yes	Prior to Operation
141	Persons may be injured when using a jib attachment on the plant.	Yes H	Instruct the operator to travel slowly, keep the jib as low as possible and on full back tilt or vertical tilt and do not exceed the SWL indicated on the jib. The jib attachment hook must be centred	Yes	Prior to Operation

			directly over a load to ensure stability.		
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No.	Hazard identification (Provide description of possible hazard)	Is there a risk? (Yes, No) and Level of Risk (H, M, L)	Where there is a risk, describe the proposed control measures to be implemented	Are the risk control measures practicable? (Yes, No)	When are the control measures to be implemented?
142	Persons may be injured when using a revolving attachment and the load is rotated when travelling.	Yes H	Instruct the operator not to rotate the load when travelling. Only rotate the load when the plant is stationary.	Yes	Prior to Operation
143	Persons maybe injured when someone is elevated in a work platform and the plant operator does not remain at the controls.	Yes H	Instruct the operator that they must remain at the control at all times when operating the plant, especially so when someone is working is a work platform being elevated by the plant.	Yes	Prior to Operation
144	Persons may be injured if they use a stepladder or other device to obtain more height when working from a work platform on a Manitou.	Yes H	Instruct all personnel that stepladders must not be used to obtain more height when working from a work platform.	Yes	Prior to Operation
145	Persons may be injured if the weight of a load is unknown and is lifted.	Yes H	Ensure that the weight of all loads is known to prior to lifting with a Manitou. Instruct the operator not to lift an unknown load.	Yes	Prior to Operation

