

RISK ASSESSMENT FORM

TERRY MELODY 1 INSTALLATION

COLUMN A HAZARD	COLUMN B WHO MIGHT BE HARMED	COLUMN C HOW IS THE RISK CONTROLLED	COLUMN D WHAT ACTION IS NECESSARY
MANUAL HANDLING			
1. Lift Assembly Lift units from van	Installation Engineers	Engineers trained and instructed on lifting and handling. Always minimum of two engineers on installation.	Regular review of lifting method
2. Place unit onto trolley (if applicable). Move to site location and manoeuvre into position. Risk = slip of Engineer	Installation Engineer	Two Engineers to lift and place unit into position by manual handling.	Method of placement of lift unit by alternative method is required to be devised to eliminate possible slips and injury.
3. Unit falling causing injury whilst securing unit to floor.	Installation Engineer	Unit tied into position. When aligning unit into position and securing to base with hilti fasteners.	None
4. Injury to feet and hands by falling objects.	Installation Engineers	Engineers issued with and instructed on the use and wearing of PPE. i.e. gloves, safety footwear and hard hats.	None

RISK ASSESSMENT FORM

TERRY MELODY 1 INSTALLATION

5. Noise and dust from concrete while drilling of fixing points.	Installation Engineers	All Engineers issued and instructed on wearing PPE. i.e. safety glasses and ear defenders.	None
6. Electric shock from power tools	Installation Engineers	110V power tools used, transformer sited in close proximity to 240V power source. 110V extension cable fed from transformer to working area. Battery powered drills to be used where applicable.	All Engineers to be instructed at regular intervals.
8a. Falls by Engineer from 1st floor level when undertaking installation procedures.	Installation Engineers and other Personnel	Access to lift installation area limited to Terry Lifts Engineers only, notices displayed.	Ensure notices are supplied to Engineers to display authorised persons only. Engineers to be instructed to rope area at 1st floor level.
8b. Falls from 1st floor level whilst drilling fastening holes.	Installation Engineers and other Personnel	Engineers instructed to secure base prior to drilling top fixings. Engineers to remain behind lift during drill operations.	Instruction
9. Cuts to hands from sharp edges on materials.	Installation Engineers	All Engineers instructed and issued with PPE. i.e. gloves	Ensure where practical all sharp edges are removed during manufacture.
10. Trips and falls from working equipment and cable traps.	Installation Engineers	Engineers to ensure all cables and accessories are clear of immediate work area.	All cables to be kept clear of moving parts when testing.
11. Connection of batteries to wrong terminals	Installation Engineers	Engineers fully trained	None
12. Drill slipping on sheet metal	Installation Engineers	Engineers trained and instructed to	Use centre punch to locate drill

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when drilling fixing holes		wear goggles	
13. Fitting of covers, finger and foot traps.	Installation Engineers	Engineers fully trained	Gloves to be worn
14. Stepping off wheelchair carriage when fitting threshold angle and testing.	Installation Engineers	Engineers trained	Engineers to ensure safety gate is in closed position.
15. Cuts from use of Stanley knife	Installation Engineers	Engineers instructed to cut away from hand	None
16. Traps to Engineer from carriage being lowered.	Installation Engineer	Engineers instructed in safe working practices.	Ensure 2 nd Engineer is not in working area when carriage is lowered and under test conditions.