

# Risk Assessment Guidance

## Title

## Use of Telehandler

Authorized staff with the appropriate training and operator's certificates must only operate the telehandler. Pre-use checks of the equipment must be carried out and if there are any concerns over the safety of the telehandler stop work and report these immediately to the supervisor.



Job Sequence	Hazard Identification	Controls
Conduct pre-operational checks	Unsafe operation of the telehandler.	<p>Ensure appropriate test certificates available before use for machine and operator.</p> <p>Carry out pre-operational checks recommended by the manufacturer.</p>
Operate telehandler Shifting / Lifting the load	<p><b>Crushing.</b></p> <p>Being thrown off the equipment.</p> <p>Crushed by load falling from telehandler.</p> <p>Being trapped between telehandlers and loads / fixed objects.</p>	<p>Never exceed the safe working load of the equipment.</p> <p>Ensure the boom is never operated above personnel.</p> <p>Ensure personnel are segregated from the operational area. Where this is not possible an additional risk assessment may be needed for the task. Extra personnel may be needed to help the operator with visibility and crowd management.</p> <p>Try not to position the load on the end of the forks, keep loads as close as possible to the attachment carriage.</p> <p>Ensure the telehandler is level and on stable ground before operation.</p> <p>Do not allow other people to travel on the equipment.</p> <p>Avoid congested work areas; keep all non essential personnel clear of the work area.</p>
Operate telehandler Shifting / Lifting the load	<p>Unauthorized / untrained persons operating the telehandler.</p> <p>Being trapped under or between plant, equipment or fixed structures (continued).</p> <p>Driving into bystanders.</p> <p>Driving into overhead objects / lines.</p> <p>Lack of capacity for telehandlers to be slowed, stopped or immobilized.</p>	<p>The telehandler keys will always be removed; the new units are started by key code. Never share the codes with unauthorized personnel.</p> <p>Never operate near an obstruction that can enter the operator's cab.</p> <p>Clearly identify the defined work area and keep non essential personnel clear.</p> <p>Be alert – look up as well as down.</p> <p>Operate at a speed appropriate to the ground conditions.</p> <p>The operator must not exceed grade ability of equipment either up or down hill.</p>

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		Never lift beyond safe lifting limits of the allowable lifting zones.
Operate telehandler Shifting / Lifting the load	Part of the equipment collapsing  Wind speeds	Do not overload. Maintain and check lifting systems as per manufacturer's requirements, for hire equipment ensure test logs are available and in date.  Keep all unessential personnel clear when loading, unloading and during transportation.  Refer to the manufacturer's guidelines about using telehandlers in wind. If no guidelines use the safe use of telehandlers in construction which is 15mph
Operate telehandler Shifting / Lifting the load	Equipment tipping or rolling over or operator being ejected.	Use only attachments approved for the specific model of telehandler being used.  Never exceed the rated load and limits for the telehandler and / or attachments.  Use telehandlers only on stable surfaces capable of supporting 'loaded' weight.  Ensure ground under stabilizer pads (when in use) are capable of supporting combined weight of the telehandler and load.  Always wear a seat belt.  Always operate a telehandler at a safe speed relevant to the terrain and working environment.  Always carry loads close to the ground with telescopic boom fully retracted.  Never override the telehandler safety devices.  Ensure that when operating adjacent to edges or formations that a task specific risk assessment is completed.  When traveling up or down an incline whilst loaded, keep forks low to the ground.  Drive forward up an incline and reverse down and incline.  Go directly up or down a slope, not across a slope.  If the telehandler does become unstable or starts to tip, do not attempt to leave the vehicle!
Operate telehandler Shifting / Lifting the load	<b>Electrical.</b>  Electrocution from overhead power lines.	Do not operate below electrical power lines. If work has to take place under/near power lines make sure a specific risk assessment is undertaken.  In enclosed areas ensure you are aware of overhead electrical services.
Operate telehandler Shifting / Lifting the load	<b>Entanglement.</b>	Clearly define the work area.

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	Becoming entangled in moving parts of the telehandler.	Keep non essential personnel clear, and you are aware of any low obstructions on route prior to operating the telehandler.
Operate telehandler Shifting / Lifting the load	<b>Equipment Controls &amp; Operation.</b>  Unexpected movement of plant.	Be careful when entering and leaving the telehandler to avoid catching controls.  Always turn off telehandlers before leaving the cab, the new units are fitted with a key coded start to avoid unauthorized use.
Operate telehandler Shifting / Lifting the load	<b>Equipment not in use.</b>  Unexpected movement of plant.  Unauthorized use.	Park telehandler on firm ground.  Never leave the telehandler without first lowering the bucket and applying the hand brake.  Never leave the telehandler unattended with the engine running. Remove the ignition key and lock the vehicle when leaving the telehandler unattended.  Never use a mobile phone while operating the telehandler.
Operate telehandler Shifting / Lifting the load	<b>High Temperature &amp; Fire.</b>  Coming into contact with hot parts.  Refueling, when refueling, sparks, flames, hot engine can ignite fuel.	Keep clear of the engine and exhaust outlet.  Operator is responsible to shut down the engine prior to refueling, only refuel in a well ventilated area.  <b>DO NOT SMOKE</b>
Operate telehandler Shifting / Lifting the load	<b>Noise.</b>  Exposure to noise.  <b>Slipping, Tripping &amp; Falling.</b>  Slipping on handrails, plate or floor.	Wear suitable hearing protection when required.  Keep hand grabs, steps and floor clean and clear of oil, grease mud, rubbish and tools.  Always use correct steps and hand grabs when climbing onto lighting from the telehandler.  <b>THREE POINTS OF CONTACT RULE</b>
Operate telehandler Shifting / Lifting the load	<b>Suffocation.</b>  Exposure to exhaust fumes.	Work in fully ventilated areas, diesel fumes are carcinogenic and when working within enclosed areas a separate risk assessment should be completed.  When operating diesel equipment inside ensure there is good/forced ventilation.

**All persons working with this equipment or within close vicinity must sign and show that they have read and understood the risk assessment guidance and that they will follow the above control measures set out whilst working.**

Additional Guidance	COSHH Assessment	Method Statement	Other (Specify)
		N/A	Only trained persons are allowed to operate this equipment.

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Additional Guidance	COSHH Assessment	Method Statement	Other (Specify)
Name			
Signed			Date