

<b>Project:</b>	Workshop Operations	<b>RA No:</b>	11	<b>Review Date</b>
<b>Operation / Task:</b>	Manual Handling	<b>Persons at risk:</b>	Employees	31/01/2027
<b>Location / Area:</b>	All Depots and Construction Sites	<b>Public at risk:</b>	No	
<b>Monitoring Responsibility:</b>	Depot Manager, Workshop Manager, Workshop Foreman, Operatives and Supervisors, HSQE Team			

**KEY**

**S = Severity Rating**

**L = Likelihood of Occurrence**

**RR = Risk Rating**

Severity	5	4	3	2	1
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
	1	2	3	4	5

Likelihood

**R** Unacceptable risk, plan out or add further controls.  
**O** Acceptable only if no other method viable & with high level controls in place.  
**Y** Acceptable with suitable controls.  
**G** Acceptable, no further action required.

Activity	Hazards/Risks Identified	Risk Rating			Control Measures	Residual Risk			Responsibility
		S	L	RR		S	L	RR	
Lifting, Pushing, Pulling, Carrying of loads	Musculoskeletal injuries caused by crushing, cuts, over exertion, insufficient strength capability, poor environmental conditions, or poor organisational factors	3	4	12	<ul style="list-style-type: none"> <li>All employees to be trained in manual handling techniques.</li> <li>Manual handling tasks to be assessed.</li> <li>Use mechanical aids wherever possible.</li> <li>Employ team lifting wherever possible to lessen the individual load.</li> <li>Consider workplace layout and organisation to minimise manual handling.</li> <li>All staff to be physically fit to undertake manual handling tasks.</li> <li>Provide information, training, instruction, and supervision to employees for manual handling tasks.</li> <li>Ensure loads are stacked at the correct height to be lifted safely.</li> <li>Keep walkways clear of obstructions.</li> <li>Ensure flooring in conducive to safe manual handling.</li> </ul>	3	2	6	Depot Manager. Workshop Manager Workshop Foreman HSQE Team
Lifting, Pushing, Pulling, Carrying of loads	Musculoskeletal injuries caused by crushing, cuts, over exertion, insufficient strength capability, poor environmental conditions, or poor organisational factors	3	4	12	<ul style="list-style-type: none"> <li>Ensure sufficient lighting is provided to aid safe manual handling.</li> <li>PPE (safety boots, gloves) to be worn where required.</li> </ul>	3	2	6	Depot Manager. Workshop Manager Workshop Foreman HSQE Team

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**KEY**

**S = Severity Rating**

**L = Likelihood of Occurrence**

1. Improbable  
2. Remote 1 – 10%  
3. Possible 10 – 50%  
4. Probable 50 – 90%  
5. Almost certain 90%+

**RR = Risk Rating**

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4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
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<b>Risk Assessment Prepared By:</b>	Paul Lynch	<b>Signature:</b>		<b>Date:</b>	31/01/2026
<b>Risk Assessment Reviewed By:</b>	Daniela Rizvan	<b>Signature:</b>		<b>Date:</b>	31/01/2026