

Risk Assessment: Movement of All-Terrain Forklift on Event Site

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Operation and Movement

Procedure Being Assessed

Operation and movement of an all-terrain forklift during event setup or breakdown on site.

Required Training

- Valid in-house training certification for the specific mechanical aid being used.
- Adequate knowledge of the materials being transported and their handling requirements.

Risks

To the General Public

- Risk of collision or injury if members of the public enter the operational area.
- Potential for load displacement causing harm to nearby individuals.

To You (Worker)

- Risk of injury due to poor visibility or unstable terrain.
- Fatigue or distraction leading to operational errors.

To Work Colleagues

- Risk of being struck by the forklift or its load.
- Accidents caused by lack of communication or coordination.

Other Risks

- Reduced visibility due to the size or positioning of the load.
- Uneven or unstable driving surfaces increasing the risk of tipping or loss of control.
- Environmental factors such as poor weather or low lighting conditions.

Risk Reduction Measures

For the General Public

- Always use a banksman when operating in congested or public areas.
- Ensure all visual and audible safety aids on the forklift are fully functional and used appropriately.
- Carry loads as close to the ground as safely possible to improve visibility and stability.
- Use barriers or signage to restrict public access to operational zones.

For You (Worker)

- Conduct a pre-operation check of the forklift and surrounding area.
- Follow all company safety policies and procedures.
- Maintain clear communication with the banksman and team members.
- Take regular breaks to avoid fatigue and maintain focus.

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For Work Colleagues

- Hold a briefing before operations to discuss the task, roles, and potential risks.
- Ensure all team members are aware of the forklift's movements and maintain safe distances.
- Encourage reporting of unsafe behavior or conditions to supervisors.

For Other Risks

- Plan the safest route in advance, avoiding uneven or unstable surfaces where possible.
- Use a banksman to guide the forklift over difficult terrain or in low visibility conditions.
- Adjust operations based on environmental conditions (e.g., wet ground, poor lighting).

Has the Risk Been Reduced Enough?

Yes, provided all mitigation measures are followed consistently, and communication is maintained throughout the operation.

Approved on behalf of Fence Hire (Southern) Ltd:

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Director . Issued: 1st January 2026