

## **Risk Assessment for Collection and The Uploading of Goods at a Customers Site**

The following categories have been identified as possible hazards when collecting and uploading at a customer site:

### **Risk:                   Manual Handling**

The risk will vary with the size of the consignment, which is related to the customers order.

#### **Large Consignments**

These consignments may be palletised and Must only be moved using the appropriate lifting equipment e.g. pallet truck or forklift truck and this equipment Must only be used by personnel with the appropriate training and qualifications.

#### **Small Consignments**

These consignments may be handled manually depending upon the size and weight of the boxes/cartons/containers.  
Inspect the boxes/cartons/containers for weight information; one person should not lift boxes/cartons/containers over 25 Kgs.

### **Risk:                   Moderate Height (Risk of Falling)**

If loading requires climbing onto the vehicle, operatives must be aware that there is a risk of falling from a moderate height, as most vehicles of this type will not be fitted with handrails to either the tail lift or the sides of the vehicle. Care should be exercised at all times when moving around inside this type of vehicle.