MATLIFT
BY EWP SPARES

MATERIAL LIFTS

GENERIC HAZARD RISK ASSESSMENT

MDL COMPACT AND MDL TALL / AUSTRALIA



COMPACT



TALL

For material lifting only. The owner or site controller must adapt, approve and apply this assessment for each task and workplace before use.

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BEFORE USE

Scope and responsibilities

This template addresses manually operated MDL compact and tall material lifts, their attachments, setup, use, transport and storage. It is a starting assessment. The person managing the plant and the site employer or PCBU must consult workers, assess actual conditions and approve the controls.

Owner or hire company

Provide a fit-for-purpose, maintained unit; manuals, labels, inspections, repair history, compatible parts and a clear defect process. Confirm safe condition at supply and each return.

Site PCBU or employer

Choose the task method; assess ground, electricity, weather and traffic; train and supervise workers; provide exclusion zones, handling aids and emergency arrangements.

Operator

Be competent, read the manual, inspect and function-test before use, check the workplace and load, follow controls, stop unsafe work and report faults.

Manufacturer or supplier

Meet applicable design, manufacture and supply duties; provide required safety and use information, and address verified product defects or safety notices.

These assignments identify who implements controls. They do not waive, transfer or limit statutory duties or determine legal liability.

ASSESSMENT METHOD

Five by five risk matrix

Risk score = likelihood (1 to 5) multiplied by consequence (1 to 5). Initial ratings assume the listed controls are not in place. Residual ratings are examples only and apply only when every control is implemented and effective. The site must rescore.

Likelihood

1 Rare	Exceptional
2 Unlikely	Not expected
3 Possible	Could occur
4 Likely	Probable
5 Almost certain	Expected repeatedly

Consequence

1	Insignificant
2	Minor
3	Moderate
4	Major
5	Catastrophic

Risk level for each likelihood and consequence pair

	1	2	3	4	5
1	**01 L**	**02 L**	**03 L**	**04 L**	**05 M**
2	**02 L**	**04 L**	**06 M**	**08 M**	**10 H**
3	**03 L**	**06 M**	**09 M**	**12 H**	**15 H**
4	**04 L**	**08 M**	**12 H**	**16 H**	**20 E**
5	**05 M**	**10 H**	**15 H**	**20 E**	**25 E**

Action by level

LOW 1-4	Manage and monitor.
MODERATE 5-9	Confirm controls; supervisor review.
HIGH 10-16	Do not start until reduced and approved.
EXTREME 17-25	Stop; select another method or eliminate exposure.

RISK REGISTER

Hazard controls 01 to 03

01 Unstable ground and tip over

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: Overturning or a falling load may cause fatal crush injury.

OWNER / SITE PCBU	Check bearing capacity and select firm, level setup ground. Provide barriers, stabilizers and the correct configuration.
OPERATOR	Inspect the surface; lower and pin legs, lock stabilizers and confirm every caster contacts the ground. Stop if unstable.

02 Overload or incorrect load center

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: The lift may tip or fail if capacity is exceeded.

OWNER / SITE PCBU	Supply current capacity charts and training for the exact model and attachment; plan the task within rated limits.
OPERATOR	Confirm load weight and center of gravity; use the matching chart and keep the load close to the carriage.

03 Unsecured or wrong attachment

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: Attachment or material may separate and fall.

OWNER / SITE PCBU	Provide compatible attachments, pins and replacement parts; remove damaged or incomplete equipment.
OPERATOR	Fit the correct attachment, check retaining and snap pins, and secure the load before winding.

RISK REGISTER

Hazard controls 04 to 06

04 People beneath a raised load

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: Falling material may strike or crush people.

OWNER / SITE PCBU	Define an exclusion zone; control access and arrange a spotter where the worksite needs one.
OPERATOR	Keep everyone clear of the lift and load path. Never stand under a raised load or lower onto an occupied area.

05 People riding or climbing the lift

INITIAL: 10 HIGH

AFTER: 5 MODERATE

Harm: Fall, entrapment or tip over may cause fatal injury.

OWNER / SITE PCBU	Train users that the machine is for materials only; provide suitable equipment for work at height.
OPERATOR	Do not ride, stand on the forks, climb the mast or use the machine as a step.

06 Overhead electrical conductors

INITIAL: 20 EXTREME

AFTER: 5 MODERATE

Harm: Electric shock or arc flash may be fatal.

OWNER / SITE PCBU	Identify lines and obtain required clearance or isolation from the asset owner; establish a no-go zone and supervision.
OPERATOR	Do not enter the exclusion distance. Stop if clearance cannot be maintained or the machine contacts a line.

RISK REGISTER

Hazard controls 07 to 09

07 Overhead collision

INITIAL: 12 HIGH

AFTER: 4 LOW

Harm: Contact with services or structures may release the load.

OWNER / SITE PCBU	Survey route and lifting height, isolate the work area and provide a safe task plan.
OPERATOR	Check above and around the mast and load; stop before any obstruction or person enters the travel envelope.

08 Wind and changing weather

INITIAL: 12 HIGH

AFTER: 4 LOW

Harm: A raised or broad load may cause loss of stability.

OWNER / SITE PCBU	Set weather limits for the worksite and choose another method when conditions exceed safe use.
OPERATOR	Monitor wind and weather. Lower the load and cease work if gusts or other conditions affect stability.

09 Manual handling of machine parts

INITIAL: 12 HIGH

AFTER: 6 MODERATE

Harm: Strains or crush injuries may occur during setup and loading.

OWNER / SITE PCBU	Provide handling aids, adequate staffing and a planned loading method for the unit and attachments.
OPERATOR	Use the planned technique, keep a stable stance and seek help before lifting a heavy or awkward component.

RISK REGISTER

Hazard controls 10 to 12

10 Pinch points at legs and braces

INITIAL: 12 HIGH

AFTER: 6 MODERATE

Harm: Fingers or limbs may be trapped as parts fold or drop.

OWNER / SITE PCBU	Maintain pins, lock plates and moving joints; train workers on setup and stowage.
OPERATOR	Hold legs and stabilizers when releasing locks; keep hands clear of joints and do not remove a loaded leg pin.

11 Moving a raised or loaded lift

INITIAL: 12 HIGH

AFTER: 4 LOW

Harm: Loss of balance or collision may cause crush injury.

OWNER / SITE PCBU	Plan level, clear routes and traffic separation; avoid travel with raised loads.
OPERATOR	Move unloaded where possible. For minor positioning only, keep any load low, centered and secured; avoid abrupt motion.

12 Uncontrolled rolling

INITIAL: 12 HIGH

AFTER: 4 LOW

Harm: Runaway movement may strike a person or damage the load.

OWNER / SITE PCBU	Maintain wheels and brakes; provide level parking and prevent interaction with vehicles.
OPERATOR	Check caster condition and lock brakes for lifting, loading and storage. Do not park on a slope.

RISK REGISTER

Hazard controls 13 to 15

13 Winch cable or brake failure

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: A falling carriage or load may cause fatal injury.

OWNER / SITE PCBU	Schedule competent inspections and approved repairs; quarantine defects. Refer a suspected product defect to the manufacturer.
OPERATOR	Check cable, pulleys, winch and brake before use; retain four cable wraps at full lower; tag out any fault.

14 Damage or unauthorised modification

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: Structural or stability failure may release the load.

OWNER / SITE PCBU	Control modifications, keep service records and use competent repairers and correctly specified parts.
OPERATOR	Inspect labels, structure, pins and fasteners; stop and report damage, missing parts or altered equipment.

15 Loading onto a transport vehicle

INITIAL: 12 HIGH

AFTER: 4 LOW

Harm: Lift or vehicle movement may crush a person.

OWNER / SITE PCBU	Provide a level loading area, secure the vehicle and select rated restraints and handling aids.
OPERATOR	Lower and lock the carriage, stow attachments, lock casters and secure a strap over the mast rather than the legs.

RISK REGISTER

Hazard controls 16 to 18

16 Crane lifting the unit

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: Dropped equipment may cause fatal injury.

OWNER / SITE PCBU	Prepare a lift plan with competent personnel and appropriately rated lifting gear; isolate the area below.
OPERATOR	Stow legs and loose items, use the designated lifting bracket and follow the planned hook orientation.

17 Unattended load or unsafe storage

INITIAL: 12 HIGH

AFTER: 4 LOW

Harm: Unexpected movement or unauthorised use may injure others.

OWNER / SITE PCBU	Provide a secure, level storage location and prevent unauthorised access.
OPERATOR	Never leave a raised load unattended. Lower and secure the carriage, stow the unit and report defects.

18 Fault or incident response

INITIAL: 15 HIGH

AFTER: 5 MODERATE

Harm: A second incident may occur during an unplanned recovery.

OWNER / SITE PCBU	Provide a site emergency plan, isolation method, trained responders and a reporting process.
OPERATOR	Stop work, warn and clear others, isolate the lift and contact the supervisor. Do not work beneath an unstable load.

RATING INDEX

Risk register summary

This index assumes the controls on pages 4 to 9 are in place. The consequence of a serious incident remains high even when the chance of occurrence is reduced. Re-rate for the site and record extra controls.

ID	Hazard	Initial	After controls
01	Unstable ground and tip over	15 HIGH	5 MODERATE
02	Overload or incorrect load center	15 HIGH	5 MODERATE
03	Unsecured or wrong attachment	15 HIGH	5 MODERATE
04	People beneath a raised load	15 HIGH	5 MODERATE
05	People riding or climbing the lift	10 HIGH	5 MODERATE
06	Overhead electrical conductors	20 EXTREME	5 MODERATE
07	Overhead collision	12 HIGH	4 LOW
08	Wind and changing weather	12 HIGH	4 LOW
09	Manual handling of machine parts	12 HIGH	6 MODERATE
10	Pinch points at legs and braces	12 HIGH	6 MODERATE
11	Moving a raised or loaded lift	12 HIGH	4 LOW
12	Uncontrolled rolling	12 HIGH	4 LOW
13	Winch cable or brake failure	15 HIGH	5 MODERATE
14	Damage or unauthorised modification	15 HIGH	5 MODERATE
15	Loading onto a transport vehicle	12 HIGH	4 LOW
16	Crane lifting the unit	15 HIGH	5 MODERATE
17	Unattended load or unsafe storage	12 HIGH	4 LOW
18	Fault or incident response	15 HIGH	5 MODERATE

COMPLETE BEFORE WORK

Site review and acceptance

Owner, hirer or site PCBU to complete

Company / site

Location

Unit model / serial

Assessment date

Task and load

Attachment fitted

Ground and weather

Power line clearance

Pre-start confirmation

- ☐ Actual unit and attachment are suitable for this task.
- ☐ Operator training, manual and pre-use checks are current.
- ☐ Ground, overhead, public access and emergency controls are in place.
- ☐ Any High or Extreme site risk has been reduced before work.
- ☐ Additional site hazards and changes have been assessed.

Additional controls / exceptions

Site PCBU / owner signature: _____ Date: _____

Operator acknowledgment: _____ Date: _____

DOCUMENT CONTROL

Review and source guidance

When to review this assessment

Review before a new task or site, after an incident or near miss, when equipment or attachments change, when controls prove ineffective, and when the owner or site PCBU becomes aware of new hazards. Consult affected workers and revise the site controls.

Jurisdiction and duty note

The model WHS laws have been adopted in Australian jurisdictions other than Victoria. Victoria uses its Occupational Health and Safety Act 2004 and related Regulations. Check the applicable state or territory law and regulator guidance. This operational assessment does not replace legal advice or the unit-specific operator manual.

Source guidance used to prepare this template

Safe Work Australia - Plant WHS duties
https://www.safeworkaustralia.gov.au/safety-topic/managing-health-and-safety/plant-supply-design-and-registration/whs-duties

Safe Work Australia - Managing risks of plant in the workplace
https://www.safeworkaustralia.gov.au/doc/model-code-practice-managing-risks-plant-workplace

Safe Work Australia - Guide to manufacturing safe plant
https://www.safeworkaustralia.gov.au/doc/guide-manufacturing-safe-plant

WorkSafe Victoria - Plant health and safety guide
https://www.worksafe.vic.gov.au/plant-health-and-safety-guide

Safe Work Australia - Legislation
https://www.safeworkaustralia.gov.au/law-and-regulation/legislation

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