

Safe Manual Handling

Overview

Over a risk of accidents arises from manual handling activities and, if these, staff should be told:

THE MANUAL HANDLING OPERATIONS REGULATIONS 1992

These regulations are intended to reduce the risk of injury to employees when carrying out manual handling, which is defined as physical activity that involves lifting, lowering, pushing and pulling.



Typical manual handling injuries include:

- Damage to ligaments and tendons
- Sprains or strains
- Bruised skin
- Fractures

The human body:

The back is composed of a series of short, cylindrical bones separated by cushioning discs. Tendons and muscles support the spine, and your requirement is a warning that this system is at risk of injury.

Risk Assessment

This is the process of identifying significant risks and assessing how they arise. It then allows a range of control measures to be devised and applied, which will manage risk down to an acceptable level. Such an assessment must be carried out by a competent individual familiar with the legal requirements and the tasks undertaken. Where there are 5 or more employees, assessments must be written down.

The assessment should consider risks to the '5 Ds' format:

Load

- Is the mechanical unit too heavy?
- Is the container or packaging environment too awkward?
- Can the container system be held where loads must be lifted?
- Will there be potential problems with the need to hold loads away from the body?

Individual

- Does the worker have any health issues?
- Are pregnant workers involved in lifting?
- Does the task require unusual standing?

Task

- Are there awkward or unstable loads to lift?
- What is the weight?
- What is the distance?

Environment

- Are there issues with temperature - too high or low?
- Are there irregularities in the floor?
- Is there enough light?
- Is the weather (even indoors) such as high winds?



Employer & Employee Duties

Employers:

- Must assess the level of risk faced by their employees
- Must implement a safe system of work based on the assessment
- Must assess manual handling where reasonably practicable in consultation with the employees
- Must reduce any residual risk as far as is practicable
- Must provide relevant information and training
- Must assess environments and work systems

Employees:

- Must adhere to the safe system of work
- Must use the equipment and systems provided
- Must undertake training offered by the employer
- Must report any problems to they with the company premises

Prevention of injury:

- In order to safeguard yourself you should:
- Lift the weight with your arms and to the side with the spine in a neutral position
- Maintain good posture at all times
- Always be warm-up before strenuous work
- If you feel pain, rest until completely well and seek medical aid
- Report any incident which gives rise to pain



Good Handling Technique

Planning

- Can I handle the load?
- Are any lifting aids available?
- Do I need help?
- What obstacles are in my way?
- Do I have any personal protective equipment that is safety critical?

Position

- Keep feet apart with one foot leading the other
- Keep the spine straight and shoulders level
- Bend from the knees - do not lean over the load

Grip

- Create a secure grip on the object being moved
- Use your fingers
- Use any footholds provided

The lift

- Keep the chest forward
- Use your 'trunk' - lift progressively
- Use the legs to lift, not the back
- Keep the load tight against the body with any hands and arms available
- Do not lift the load out by reaching
- If necessary, use the feet down to adjust your grip



Hse Manual Handling Guidance

N Colangelo



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