

Manual handling

Performed incorrectly, manual handling can put stress on the body and cause serious injury. The hazards involved occur when a person is required to lift, lower, push, carry or otherwise move, hold or restrain a load.

How to avoid a manual handling injury when lifting:



1

Plan and check for dangers to yourself or others. Is the destination of the load clear, free from obstruction and within reason?



2

Check your balance and position. Is the load stable, within your weight limits and easy to grip?



3

When lifting items use your legs. Do not jerk when lifting. Keep the movement smooth and take a rest if needed.



4

When moving your load, move from your feet. Do not twist and keep the heaviest part of the load against your body.



5

Ensure that others can see you. If required, wear your personal protective equipment (PPE).

Injury may result when a person:

- Sustains or holds an awkward posture.
- Uses repetitive or sustained force.
- Uses high or sudden force.
- Performs repetitive movement without breaks.
- Lifts weights above their limit.

As an employer you must:

- identify hazards.
- eliminate the risks wherever possible.
- minimise the risk by implementing control measures.
- maintain control measures and update procedures frequently so they remain effective.
- constantly review risk control measures.
- seek professional advice to avoid any potential injury to staff and costly claims.

As an employer you must:

- ensure you are aware of, and follow all policies or procedures your employer has in place.
- take reasonable care for your own health and safety and do not place other workers at risk by your actions.
- use correct lifting procedures.
- use mechanical aids or team lifting.
- comply with any reasonable instruction given by your employer or manager.
- be proactive in identifying and reporting potential hazardous manual handling tasks.
- notify your manager immediately of any injuries or illness.

Manual Handling Guide For Employers

N Colangelo



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