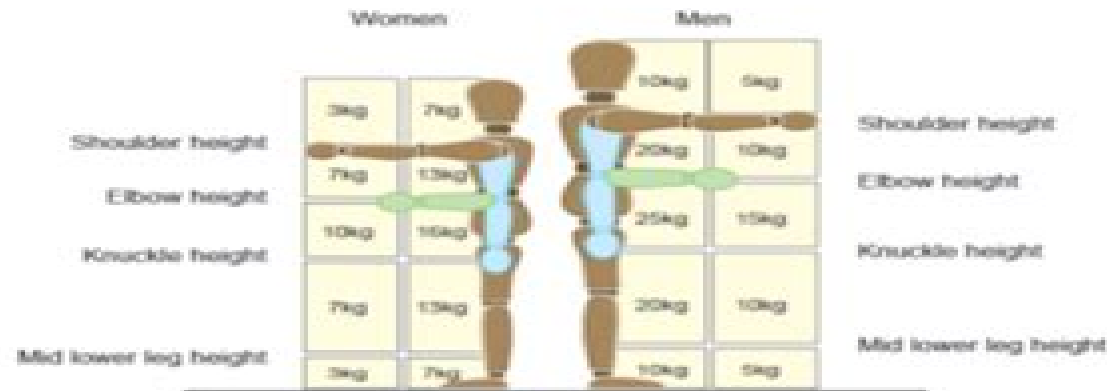


# General manual handling risk assessment guidelines

Source: United Kingdom Health and Safety Executive

There is no such thing as a completely 'safe' manual handling operation. But working within the following guidelines will cut the risk and reduce the need for a more detailed assessment.



Each box contains a guideline weight for lifting and lowering in that zone.

(As you can see, the guideline weights are reduced if handling is done with arms extended, or at high or low levels, as that is where injuries are most likely to occur.)

The guideline weights assume that the load is readily grasped with both hands and that the operation takes place in reasonable working conditions, with the lifter in a stable body position.

<b>Method</b>	<ol style="list-style-type: none"> <li>1. Observe the work activity you are assessing and compare it to the diagram.</li> <li>2. Decide which box or boxes the lifter's hands pass through when moving the load.</li> <li>3. Assess the maximum weight being handled. If it is less than the figure given in the box, the operation is within the guidelines.</li> <li>4. If the lifter's hands enter more than one box during the operation, use the smallest weight. Use an in-between weight if the hands are close to a boundary between boxes.</li> </ol>	
	<b>Twisting</b>	Reduce the guideline weights if the handler twists to the side during the operation. As a rough guide: <ul style="list-style-type: none"> <li>• reduce them by 10% if the handler twists beyond 45 degrees, and</li> <li>• reduce by 20% if the handler twists beyond 90 degrees.</li> </ul>
<b>Adjustments</b>	<b>Frequent lifting and lowering</b>	The guideline weights are for infrequent operations - up to about 30 operations per hour - where the pace of work is not forced, adequate pauses to rest or use different muscles are possible, and the load is not supported by the handler for any length of time. Reduce the weights if the operation is repeated more often. As a rough guide reduce the weights: <ul style="list-style-type: none"> <li>• by 30% if the operation is repeated once or twice per minute,</li> <li>• by 50% if the operation is repeated five to eight times a minute, and</li> <li>• by 80% where the operation is repeated more than 12 times a minute.</li> </ul>

# General Risk Assessment Guidelines Manual Handling

**Wenbin Ji**



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## **Table of Contents General Risk Assessment Guidelines Manual Handling**

1. Understanding the eBook General Risk Assessment Guidelines Manual Handling
  - The Rise of Digital Reading General Risk Assessment Guidelines Manual Handling
  - Advantages of eBooks Over Traditional Books
2. Identifying General Risk Assessment Guidelines Manual Handling
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an General Risk Assessment Guidelines Manual Handling
  - User-Friendly Interface
4. Exploring eBook Recommendations from General Risk Assessment Guidelines Manual Handling
  - Personalized Recommendations
  - General Risk Assessment Guidelines Manual Handling User Reviews and Ratings
  - General Risk Assessment Guidelines Manual Handling and Bestseller Lists
5. Accessing General Risk Assessment Guidelines Manual Handling Free and Paid eBooks
  - General Risk Assessment Guidelines Manual Handling Public Domain eBooks
  - General Risk Assessment Guidelines Manual Handling eBook Subscription Services

- General Risk Assessment Guidelines Manual Handling Budget-Friendly Options
- 6. Navigating General Risk Assessment Guidelines Manual Handling eBook Formats
  - ePub, PDF, MOBI, and More
  - General Risk Assessment Guidelines Manual Handling Compatibility with Devices
  - General Risk Assessment Guidelines Manual Handling Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of General Risk Assessment Guidelines Manual Handling
  - Highlighting and Note-Taking General Risk Assessment Guidelines Manual Handling
  - Interactive Elements General Risk Assessment Guidelines Manual Handling
- 8. Staying Engaged with General Risk Assessment Guidelines Manual Handling
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers General Risk Assessment Guidelines Manual Handling
- 9. Balancing eBooks and Physical Books General Risk Assessment Guidelines Manual Handling
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection General Risk Assessment Guidelines Manual Handling
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine General Risk Assessment Guidelines Manual Handling
  - Setting Reading Goals General Risk Assessment Guidelines Manual Handling
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of General Risk Assessment Guidelines Manual Handling
  - Fact-Checking eBook Content of General Risk Assessment Guidelines Manual Handling
  - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
- 14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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