

# Manual handling

## FACT

Manual handling was the most frequent cause of over-seven-day injury in 2014/15 and approximately 909,000 working days are lost each year due to handling injuries.\*

\*HSE: Handling Injuries in Great Britain Report 6, 2014

## 1 STOP AND THINK

- Where is the load going?
- Are there any obstacles?
- Are there any aids to help me?
- Consider the size, shape and weight of the load



## 2 THE LIFT

- |  |  |
|--|--|
| ✓ Keep distances to a minimum            | ✓ Firm hold from below                         |
| ✓ Prepare the area (remove trip hazards) | ✓ Lead with your head as you lift              |
| ✓ Test the load                          | ✓ Keep movement smooth                         |
| ✓ Feet apart                             | ✓ Keep load close to your body                 |
| ✓ Leading leg slightly forward           | ✓ Reverse the procedure when lowering the load |
| ✓ Hips and knees relaxed                 |  |

## 3 DON'T

- |               |                                  |
|---------------|----------------------------------|
| ✗ Jerk        | ✗ Twist                          |
| ✗ Overstretch | ✗ Lift loads which are too heavy |



## 4 ASK FOR HELP IF REQUIRED

If the load is too heavy or you have a problem, ask for help

# Manual Handling Procedure Example

**Brendan G. Carr**

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the author's name.

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## **Table of Contents Manual Handling Procedure Example**

1. Understanding the eBook Manual Handling Procedure Example
  - The Rise of Digital Reading Manual Handling Procedure Example
  - Advantages of eBooks Over Traditional Books
2. Identifying Manual Handling Procedure Example
  - 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 Manual Handling Procedure Example
  - User-Friendly Interface
4. Exploring eBook Recommendations from Manual Handling Procedure Example
  - Personalized Recommendations
  - Manual Handling Procedure Example User Reviews and Ratings
  - Manual Handling Procedure Example and Bestseller Lists
5. Accessing Manual Handling Procedure Example Free and Paid eBooks

- Manual Handling Procedure Example Public Domain eBooks
- Manual Handling Procedure Example eBook Subscription Services
- Manual Handling Procedure Example Budget-Friendly Options
- 6. Navigating Manual Handling Procedure Example eBook Formats
  - ePub, PDF, MOBI, and More
  - Manual Handling Procedure Example Compatibility with Devices
  - Manual Handling Procedure Example Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Manual Handling Procedure Example
  - Highlighting and Note-Taking Manual Handling Procedure Example
  - Interactive Elements Manual Handling Procedure Example
- 8. Staying Engaged with Manual Handling Procedure Example
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Manual Handling Procedure Example
- 9. Balancing eBooks and Physical Books Manual Handling Procedure Example
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Manual Handling Procedure Example
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Manual Handling Procedure Example
  - Setting Reading Goals Manual Handling Procedure Example
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Manual Handling Procedure Example
  - Fact-Checking eBook Content of Manual Handling Procedure Example
  - 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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