

Safe Manual Handling

Overview

Over a third of accidents arise from manual handling activities such as lifting, pushing and pulling.

Key manual handling activities include:

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
- Strain or sprain
- Bruised skin
- Blisters

The human body

The back is composed of a series of short, curved bones separated by cushioning discs. Tendons and muscles support the spine, and your responsibility is ensuring that the spine is not out of line.

Risk Assessment

This is the process of identifying any potential risks and assessing how they arise. It then allows a range of control measures to be devised and applied, which will manage the risks to an acceptable level. Such a assessment will be carried out by a competent individual familiar with the legal requirements and the tasks undertaken. When this is done for most employers, assessments should be written down.

The assessment should consider risks to the '5 D's' format:

Load

- Is the mechanical unit too complex?
- Is an existing or existing instrument too awkward?
- Can the operator be trained to take where loads must be lifted?
- Will there be any problems with the need for additional help from the body?

Individual

- Can the worker take any health issues?
- Are any special features involved in lifting?
- Do the techniques involved comply?

Task

- Are there issues with frequency or height of lift?
- What is the weight?
- Is the task awkward?

Environment

- Are there issues with temperature, lighting or dust?
- Are there regulations in the field?
- Is there enough light?
- Is the weather (or a problem) such as high winds?



Employer & Employee Duties

Employers

- Must ensure the level of risk faced by their employees
- Must implement a safe system of work based on the assessment
- Must avoid manual handling where reasonably practicable an alternative can be employed
- Must inform any limited lift on for as possible
- Must provide relevant information and training
- Must assess movements and work systems

Employees

- Must adhere to the safe system of work
- Must use the equipment and systems provided
- Must understand warning afforded by the employer
- Must report any problems to they with the company premises

Prevention of injury

- In order to safeguard yourself you should:
 - Only lift weights within your ability and in line with the guidelines given in training
 - Maintain good posture at all times
 - Always be warm-up before strenuous work
 - If you feel pain, feel numb, dizziness and loss of coordination
 - Reporting 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 problems that prevent me from lifting safely?

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

Use

- Ensure a secure grip on the intended equipment
- Use your fingers
- Use any handles provided

Posture

- Keep the chest upright
- Do not 'round' - all progressively
- Use the legs to lift, not the back
- Keep the load tight against the body with any hands, arms or feet
- Do not lean the load by leaning
- If necessary, use the feet when to adjust your grip



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