

Manual Handling Are you managing the risks?

Overview and Legal Duties

Manual handling covers most activities of employed persons.

The Regulations require employers to...

- Assess the need for manual handling
- Assess the risk of injury from hazardous manual handling activities that cannot be avoided
- Reduce the risk of injury from hazardous manual handling activities

Manual Handling risk assessment

- To be carried out by a competent person who is familiar with the legal requirements

Guidance weights are available



Assessing and reducing manual handling risks

Risks can be reduced by looking at the activities and the '5R's' approach to the assessment and reduction of risk.

- The task is to be carried out
- The frequency, quantity of those carried out
- The weight lifted
- The working (lifting) posture in which the manual handling is to be carried out

NOTE: Other Manual Handling assessment tools such as the 'NIOSH' Test can also be used.

Good Hand Habits



Team Lifts



Roller Conveyors



Mechanical Assistance



Step 1

Stop, Think and plan

- Why does this task need to be done?
- Do you require any equipment?
- Can the task be avoided?
- Can HSE or someone you consider help you with this?



Step 2

Adopt a stable and coordinated posture

- Feet shoulder width apart
- Keep slightly bent knees at the bottom
- Back straight



Step 3

Get a grip

- Feet flat on the ground and heels
- Heels about 10cm apart towards your feet
- Arms straight to grip handle and box



Step 4

Adopt a good posture

- With your back, hips and knees slightly bent, keep the box centered over the hip position at the lower level
- Keep shoulders bent and flexing the arms between the box and handle
- Keep your head up whilst handling, not looking at the box (use a hand truck if available)



Step 5

Put down the load and then adjust it

- When possible, never lift your feet or back higher than this to take the required position
- Avoid twisting the back or twisting shoulders especially whilst the back is bent



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International Labour Organisation

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