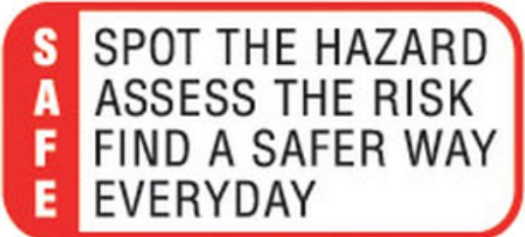


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Risk Element

- Slips/trips and Falls;
- Upper limb disorder (damage to back);
- Sprains/strains;
- Trapped fingers.

Precautions to Eliminate/Reduce Risk

- Avoid the need for hazardous manual handling, so far as is reasonably practicable;
- Assess the risk of injury from any hazardous manual handling that can't be avoided;
- Reduce the risk of injury from hazardous manual handling, so far as is reasonably practicable;
- Conduct a TILE Assessment before performing the task; Task, Individual, Load and Environment;
- Decide whether another person is needed, or mechanical assistance is required. Many loads are heavier than they first appear to be;
- Ensure yourself and others are not put at risk when using mechanical aids for heavy loads, always be aware of the surrounding environment,
- Check the route where the load is to be moved for unevenness, obstructions or change of levels;
- Check if the load can be broken down into several items;
- Wear Safety footwear, Hand Protection and Suitable Protective Work Wear;
- Ensure work area is kept free of obstacles to prevent slips, trips and falls.

Safe Working Method

- No person to carry or move any load so heavy as to be liable to cause injury, loads to be pushed not pulled where possible;
- Plan the lift and use lifting aids if possible. Even for part lift e.g. to bring the load to waist height;
- Remove obstructions i.e. wrappings banding etc.;
- Ensure others know you are moving the load particularly if it obscures your view;
- Ensure you have a good grip on the load then lift smoothly bending your knees and slightly bending the back;
- Keep the heaviest side of the load closest to the body;
- If you need to turn, move your feet do not twist the trunk;
- When releasing the load do it smoothly and carefully, lower it down bending the knees and slightly bending the back, ensure your fingers do not get trapped under the load.

Guidance for Maximum Safe Lifting Weight

- Guidelines for the maximum safe lifting weight an individual should lift or carry without assistance is 25 kg (55 lbs) for men and 16 kg (35 lbs) for women. The maximum weight limit assumes the task is performed under ideal conditions, with correct training and appropriate lifting techniques.

