Hazardous Manual Tasks

Preferred Lifting Technique

LOVRETA ESTATE

Performed incorrectly, manual handling can put stress on the body and cause serious injury. The hazards involved occur when a person is required to lift, lower, push, carry or otherwise move, hold or restrain a load. If lifting is absolutely necessary, follow the preferred lifting technique to reduce the risk of injury.

1

Plan and check for dangers to yourself or others. Is the destination of the load clear, free from obstruction and within reason?

2

Check your balance and position. Position the feet correctly. Is the load stable, within your weight limits and easy to grip?

3

When lifting items use your legs. Do not jerk when lifting, keep the movement smooth and take a rest if needed.

4

When moving your load, move from your feet. Do not twist and keep the heaviest part of the load against your body.

5

Ensure that others can see you. If required, wear your personal protective equipment (**PPE**).

Injury may result when a person:

- Sustains or holds an awkward posture.
- Uses repetitive or sustained force.
- Uses high or sudden force.
- Performs repetitive movement.
- Is exposed to vibration.

As an employer you must:

- Identify hazards relating to manual tasks.
- Assess the risk factors.
- Eliminate the risks of musculoskeletal disorders at the source where possible.
- Minimise the risk of musculoskeletal disorders by implementing control measures, using the hierarchy of controls.
- Maintain control measures and update procedures frequently so they remain effective.
- Constantly review risk control measures.
- Seek professional advice to avoid any potential injury to staff and costly claims.

As an employee you must:

- Ensure you are aware of, and follow all policies or procedures your employer has in place.
- Take reasonable care for your own health and safety and do not place other workers at risk by your actions.
- Use mechanical aids or team lifting.
- Comply with any reasonable instruction given by your employer or manager.
- Be proactive in identifying and reporting potential hazardous manual handling tasks.
- Notify your manager immediately of any injuries or illness.
- Use the preferred lifting technique.