

4.3 MANUAL HANDLING RISK IDENTIFICATION

MANUAL HANDLING

Answering yes to any of the following questions requires that further assessment of the task be undertaken to identify improved methods for manual handling

Posture and Layout

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| 1. Is stooping involved where the hands pass below mid-thigh height? | Yes / No |
| 2. Is reaching above shoulder involved? | Yes / No |
| 3. Is forward reaching (more than 30cm away from body) involved? | Yes / No |
| 4. Is significant sideways twisting of the body involved? | Yes / No |
| 5. Is unbalances or uneven lifting or carrying involved? | Yes / No |
| 6. Is an awkward grip involved? | Yes / No |
| 7. Is handling involved for more than 1 hour at a time? | Yes / No |
| 8. Is handling performed more than once every 5 minutes? | Yes / No |
| 9. Are there any forces applied to move that object, apart from lifting e.g., pushing, pulling, restraining / holding? | Yes / No |

If Yes, What action is involved?

What force is involved (kg)?

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| 10. Is there a long vertical distance of travel (more than 25cm)? | Yes / No |
| 11. Is the weight of the object: | |
| (a) More than 4.5kg and handled from a seated position? | Yes / No |
| (b) More than 16-20kg and handled in a working posture other than seated? | Yes / No |
| (c) More than 55kg? | Yes / No |

Note: Weight is not used to prescribe absolute limits, but is one of the important factors to be considered when assessing and controlling risk.

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| 12. Does the object have sharp edges or contain hot/cold materials? | Yes / No |
| 11. Does it have unstable/unbalanced contents? | Yes / No |
| 14. Are live persons or animals being moved? | Yes / No |
| 15. Are slippery materials / objects handled? | Yes / No |
| 16. Is the object bulky or awkward (more than 75cm in two dimensions) ? | Yes / No |

Workplace Conditions

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| 17. Is the task performed in a confined space? | Yes / No |
| 18. Is the workplace hot, cold or poorly lit? | Yes / No |
| 19. Are the floor surfaces slippery or uneven? | Yes / No |

Other Factors which should be considered.

- Work organisation
- Age of employee
- Skill and experience of employee