

Company Policy Statement for Manual Handling.

The Manual Handling Operations Regulations 1992 apply to our work activities.

We consider that preventing manual handling injuries in our business will improve morale and contribute significantly to our profitability by reducing potential lost time.

In consideration of their special needs, we will take additional measures to secure the safety of young employees (under eighteen years old) and pregnant or nursing mothers, including modifying our manual handling risk assessments.

Due to the nature of our work that is varied and often not repeated, a specific risk assessment for each task is impractical. Therefore we have produced a generic risk assessment to cover manual handling operations.

All staff are made aware of the potential risks associated with manual handling and are provided with information and advice / training on safe handling techniques.

The potential for injury is high if good practice is not implemented and ongoing operations are not monitored to ensure policy is suitable and well applied.

The following key points should always be applied to any manual handling task.

Key Points

- Work areas will be kept in good condition, free from slipping and tripping hazards with clear access to the load.
- Wherever reasonably practical, loads will be split into smaller loads to minimise the risk of injury.
- The weight of the load should be determined prior to any lifting operation being attempted.
- Where teams are carrying out lifting operations, a team leader will be nominated to co-ordinate the effort.
- Where possible loads will be moved by automated or mechanical means.
- Correct PPE such as gloves and safety footwear shall be worn by operatives undertaking manual handling operations, as with other PPE this will be provided by the company to the relevant employees without cost to them.
- Routes where loads are to be moved should be cleared prior to the lift taking place and distances be kept to a practical minimum.
- If the manual handling task is assessed to be to high a risk, the operation should not go ahead and the operatives line manager should be informed. In these cases an alternative method of handling the load will be devised.
- A task based manual handling risk assessment has been created (PRHS RA08) and should be used when considering every manual handling activity.

P I T K I N A N D R U D D O C K L T D
