COMPASS GROUP UK & IRELAND

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| **Ref. MAN 10 TASK SPECIFIC MANUAL HANDLING RISK ASSESSMENT** | | | | | | | |
| Person’s Name & Job Title | |  | | | | Date |  |
| Site / Unit Name & Location | |  | | | | Unit No |  |
| Name of Manager or Supervisor | |  | | | | | |
| TASK: | Task: Movement Drink Cases  Description: Lifting cases of drinks (cans or bottles) from breaks trolley to storage and from storage onto trolley for merchandising.  Technical Data: Case of Cans: Approx. 7 - 8 litres. Case of bottles (PET and glass): Approx. 12 – 13 litres | | | | | | |
|  | | | | | | | |
| **Questions to consider** | | | Level of Risk (If Yes tick ‘High’  If ‘No tick ‘Low’) | | Possible Remedial Action (Consider changing the PERSON / TASK / LOAD properties / ENVIRONMENT) | | |
| **1. The task – does it involve:** | | | **Low** | **High** |  | | |
| Holding the loads away from the trunk | | | **√** |  | Ensure you do not attempt to lift items which are too heavy.  Ensure you assess the load before attempting to lift. If in doubt ask for help.  Use a trolley to transport cases to storage and to merchandising split case into manageable load.  Ensure containers are stored at waist level on shelving in the storage area. Do not store heavy items at high levels  Ensure you bend your knees and stand directly in front of the trolley when placing and removing cases to and from the trolley.  Keep the back straight, bend the knees & use your legs to lift.  Ensure to clean up any spills. | | |
| Twisting | | | **√** |  |
| Stooping | | |  | **√** |
| Reaching upwards | | | **√** |  |
| Large vertical movement | | | **√** |  |
| Long carrying distances | | | **√** |  |
| Strenuous pulling or pushing | | |  | **√** |
| Unpredictable movement of load | | | **√** |  |
| Repetitive handling | | | **√** |  |
| Insufficient rest or recovery | | | **√** |  |
| A work-rate imposed by the process | | | **√** |  |
| **2. The load – is it:** | | | **Low** | **High** |  | | |
| Heavy | | |  | **√** | Do not lift heavy items, always ask for help.  Assess items before attempting to lift to ensure they are safe to lift.  Ensure you adopt a firm palmer grip before commencing the lift.  Use relevant PPE, non slip safety shoes. | | |
| Bulky/unwieldy | | |  | **√** |
| Difficult to grasp | | | **√** |  |
| Unstable/unpredictable/liquids that splash | | | **√** |  |
| Intrinsically harmful (e.g. sharp, hot) | | | **√** |  |
| **3. The working environment – is there:** | | | **Low** | **High** |  | | |
| Constraints on posture | | | **√** |  | Ensure non slip shoes are worn | | |
| Uneven, slippery or unstable floors | | | **√** |  |
| Variations in level | | | **√** |  |
| Hot/cold/humid conditions | | | **√** |  |
| Strong air movements | | | **√** |  |
| Poor lighting conditions | | | **√** |  |
| **4. Individual capabilities – does the job:** | | | **Low** | **High** |  | | |
| Require unusual strength, height etc. | | |  |  | Obtain assistance to move cases if needed and only lift loads which you are comfortable with split case into manageable load.  Use trolley provided to move heavy containers.  Manual handling training should be carried out. | | |
| Pose a risk to those with a health problem | | |  |  |
| Pose a risk to those who are pregnant | | |  |  |
| Call for special information/training | | |  |  |
| **5. Other factors** | | | **Low** | **High** |  | | |
| Is the movement or posture hindered by | | |  |  |  | | |
| clothing or personal protective equipment? | | |  |  | Refer to Risk Assessment for Goods Receipt - Man 11 for additional guidance and controls. | | |
| (Add:) | | |  |  |

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