



SAFETY



CONVERSATION



Topic: Manual Handling

WHAT YOU'RE GOING TO LEARN

In this Safety Conversation you will learn how to lift safely and avoid injuries.

HOW IT WILL HELP YOU IN YOUR JOB

Following this conversation, you will be able to:

- Assess whether it is safe to carry out a manual handling task.
- Carry out a manual handling task in the correct safe manner.

WHAT YOU NEED TO KNOW

Working Environment

- Maintain high standards of housekeeping.
- Ensure that there is enough room to undertake the task.
- Check that the floor is well maintained and clear of spillages or obstructions.

Assess the Load First

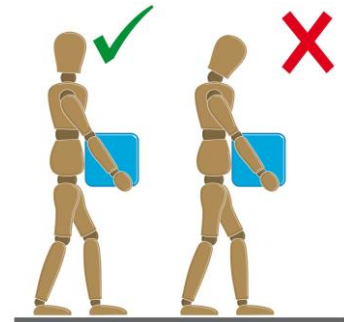
- Use mechanical aids, such as pallet trucks or forklifts to avoid manually lifting loads yourself.
- If you have to lift manually, follow the basic guidelines, firstly by thinking about the load that you have to lift.
- Wear gloves as per the task specific manual handling risk assessment to avoid cuts, scratches and/or puncture wounds. Safety boots or shoes will protect your feet if anything falls.
- Get somebody to help you if the load is large or awkward to lift.

Lifting the Load Safely

- Check there is nothing in your way to hinder your lift and movement.
- Take up a good lifting position, feet slightly apart and pointing in the direction you are going and travel with a firm grip of the load.
- Raise your head as you start to lift - lift using your legs not your back, remembering to keep the back in its natural curve.
- Do not twist your body - this is a major cause of back injuries. Instead, move your feet to protect your back from strains.
- Bend at your knees when you put down the load and make sure you are not overstretching.

PUTTING WHAT YOU'VE LEARNT INTO PRACTICE

- Avoid the pain – don't let your back take the strain.
- Bend at your knees - and your back won't seize.
- Ask for assistance if an item is too heavy or large to carry alone.



BE MINDFUL

- Be aware of weights when stocking boxes or crates.
- Plan your route when carrying over long distances.

SPEAK OUT

- Ask for help if you need it.
- Highlight any requirements for equipment or PPE.
- Inform your supervisor or manager if your carrying aids are defective.

GET INVOLVED

- Encourage your colleagues to only carry items that they are capable of carrying.

YOUR VALIDATION

- What considerations are to be made regarding the working environment?
- If you have to lift and carry, what techniques should you adopt?

MORE INFORMATION

- HSE Website
- Manual Handling Risk Assessments
- Manual Handling Guidance Posters

LY/HS/SC/014/02



see



care



share