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:** Filling and emptying of mop bucket  **Description:** Floors are cleaned and spills are moped up on a regular basis. For this task the mop bucket must be filled and emptied with water.  **Technical Data:** Bucket emptied weighs approx 2kg Bucket half full with water approx 6/7 kg. Chemical added. Load unstable. Water maybe hot. | | | | | | |
|  | | | | | | | |
| **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 | | |  | **√** | Do not overfill mop bucket. Only fill to half way.  Assess the weight of the bucket before attempting to lift. Where the load is too heavy, decant some water using a receptacle and then lift the bucket once it is within your capacity.  When emptying the bucket ensure to discard of contents in an environmental way ie sluice sink  Keep back straight, feet flat on the floor and bend the knees when lifting.  Ensure you have appropriate manual handling, risk assessment and chemical training before carrying out the task. | | |
| 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. Decant some of the water before lifting.  Emptying the bucket slowly to reduce the risk of water splashing out of the bucket and displacing the load. Any spillages should be cleaned up immediately. | | |
| 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 any spillages are cleaned up immediately. Ensure non slip shoes are worn in the unit. | | |
| 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. | | |  |  | Ensure all loads are assessed prior to lifting to ensure the load is safe and within your limits.  Ensure PPE is worn when involved with wet work and working with chemicals. | | |
| 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 COM 05- Mopping | | |
| (Add:) | | |  |  |

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