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**: Removing items from the tray carousel  **Description:** Remove tray from the carousel and sort items for recycling and washing, place crockery and cutlery in dishwasher tray  **Technical Data:** Trays range from between 1 and 3kg depending on load. Items are unstable and can move when lifting | | | | | | |
|  | | | | | | | |
| **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 | | |  | **√** | Assess the trays before attempting to lift.  Ensure you adopt a straight on approach when lifting trays from the carousel.  Ensure the trays are not overloaded, if overloaded remove some items before continuing.  Place crockery and dishes onto dishwasher tray.  Place recycle items in recycle bins.  Do no lift items from over eye level.  Avoid over stretching and over reaching. | | |
| 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 the load is stable before lifting.  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 | | | **√** |  |  | | |
| 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. | | |  |  | 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? | | |  |  | Ensure non slip shoes are worn & floor is cleaned on a regular basis throughout the day to reduce slips and falls.  Spillages should be cleared up immediately.  Please refer to the Man 09 Manual handling risk assessment. | | |
| (Add:) | | |  |  |

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