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:** Moving toaster to/ from service area daily  **Description:** Toaster is removed or placed on service area when required.  **Technical Data:** Toaster weight apporx 15kg**,** bulky in size | | | | | | |
|  | | | | | | | |
| **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 trolley is moved as close to toaster set up area as possible to minimise the carrying distance. Lift with two people onto trolley.  Push trolley, using the handles, keeping the back straight. Keep the trolley within a safe distance. | | |
| 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 | | |  | **√** | Assess the load and ensure it is secure before lifting. Obtain assistance to move load on the counter and back onto the trolley for storage. Ensure the toasters have cooled down before moving.  Ensure the toasters are secure on the trolley before moving to/ from the basement storage area.  Wear gloves where there is a risk of cuts from sharp edges. | | |
| 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. Obtain assistance where required.  Ensure only trained employee operate trolleys.  Ensure manual handling training is 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? | | |  |  | For further information please refer to risk assessment Man 09- Manual Handling  Please refer to the Trolley/ Sack truck Risk assessment- Com 13 | | |
| (Add:) | | |  |  |

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