# Compass UK & Ireland

## Workplace Safety Management System

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| **ES04a** | **Lifting and Carrying Risk Assessment** |
| **Unit Name** |  | **Unit Number** |  |
| **Risk Assessment Completed** | Date | Signed |
| **1st review** | Date | Signed |
| **2nd review** | Date | Signed |
| **3rd review** | Date | Signed |

**Note** - Risk assessments must be reviewed every 3 years, whenever there is a significant change in the activity, and following any incident involving the activity. Risk assessments must be retained for a period of 6 years.

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| Task name: |  |
| Task description/location: |  |
| Maximum load weight: |  | Frequency of lift: |  |
| Maximum carry distance: (If applicable) |  | People involved: |  |

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| **Step 1** – Assess the task |
| Do the tasks involve: | YES | NO | Problems with the task | Possible remedial actions. What can be done to help? |
| * holding loads away from torso?
 |  |  |  |  |
| * twisting?
 |  |  |
| * stooping?
 |  |  |
| * reaching upwards?
 |  |  |
| * large vertical movement?
 |  |  |
| * long carrying distances?
 |  |  |
| * strenuous pushing or pulling?
 |  |  |
| * unpredictable movement of loads?
 |  |  |
| * repetitive handling?
 |  |  |
| * insufficient rest or recovery?
 |  |  |
| * a work rate imposed by a process?
 |  |  |

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| Document Name | **Lifting and Carrying Risk Assessment** | Document No | **WS.RA.ES.04a.01** |
| Document Owner | **Workplace Safety** | Date of Issue | **July 2022** |
| Classification | **Internal Use** | Version No | **1.0** |

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| **Step 2** – Consider individual capability |
| Does the job: | YES | NO | Problems with the task | Possible remedial actions. What can be done to help? |
| * require unusual capability?
 |  |  |  |  |
| * pose a risk to anyone with a health problem?
 |  |  |
| * pose a risk to anyone with a disability?
 |  |  |
| * pose a risk to those who are pregnant?
 |  |  |
| * pose a risk to new/ young people?
 |  |  |
| * require special information/training?
 |  |  |

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| **Step 3** – Assess the load |
| Are the loads: | YES | NO | Problems with the task | Possible remedial actions. What can be done to help? |
| * heavy?
 |  |  |  |  |
| * bulky or unwieldy?
 |  |  |
| * difficult to grasp?
 |  |  |
| * unstable or unpredictable?
 |  |  |
| * intrinsically harmful e.g. sharp/hot?
 |  |  |

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| **Step 4** – Consider the working environment |
| Are there: | YES | NO | Problems with the task | Possible remedial actions. What can be done to help? |
| * constraints on posture?
 |  |  |  |  |
| * uneven/poor quality floor surfaces?
 |  |  |
| * slopes or variations in level?
 |  |  |
| * hot/cold humid conditions??
 |  |  |
| * strong winds or air movement?
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| **Step 6** – Action plan |
| Action to be taken | By whom? | By when? | Completed Y/N |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
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| **Step 5** – Consider other factors |
| Does the job: | YES | NO | Problems with the task | Possible remedial actions. What can be done to help? |
| * require any PPE?

*Some items may be difficult to grasp or have sharp edges so the individual may benefit from wearing gloves with a suitable grip.**Consider protective footwear. where there is a risk of injury,**e.g. crush/bruising injuries to the foot from dropping a heavy load.* |  |  |  |  |
| * Require any additional considerations not covered in the above?

*For example, think about timing. Is the task being caried out at the most suitable time of the day, e.g. when the area is not heavily populated. Consider tasks being completed outside of business operational hours. Review ES12 Lone Working Risk Assessment and ES12a**Lone Workers Workplace Checklist if required.* |  |  |  |  |