

Toolbox Talk

46. Manual Handling



What?

- Manual handling operations means any transporting or supporting of a load (including the lifting, putting down, pushing, pulling, carrying or moving) by hand or by bodily force.
- Make a suitable and sufficient risk assessment of all hazardous manual handling operations



Why?

- More than a third of all over-three-day injuries reported each year to HSE and local authorities are caused by manual handling

You should:

- **Avoid** the need for hazardous manual handling where possible
- **Assess** the risk of injury from any hazardous manual handling that can't be avoided; and
- **Reduce** the risk of injury from hazardous manual handling as much as possible

Do



- ✓ Use lifting equipment where possible
- ✓ Check the weight before attempting to lift to avoid manual handling
- ✓ Keep back straight and legs bent
- ✓ Keep weight close to your body
- ✓ Ask for help if the item is bulky or an unusual shape
- ✓ Clear the area of potential hazards before lifting
- ✓ Watch where you are going
- ✓ Report any hazards or shortcomings in manual handling activities
- ✓ Wear appropriate PPE especially gloves to protect against sharp edges, and safety footwear for heavy items

Don't



- ✗ Forget to use appropriate PPE
- ✗ Twist at the waist
- ✗ Snatch at the load
- ✗ Try to lift a heavy or bulky item alone
- ✗ Over-extend whilst lifting
- ✗ Block your view



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