

What are the hazards and how might they harm?



Back and muscle strain
from manual handling



Slip injuries from spillages



Cuts, puncture wounds,
lacerations from contact
with sharp items



Crush and impact injuries
to limbs from falling items
or equipment



Burns/scalds from contact with
hot surfaces, equipment,
food, liquids or steam

What other precautions should be taken?



Clean up any spillages immediately

Use of trolleys and sack trucks

Safety Task Card STCGE 08

Unit Managers – use page overleaf to list any hazards and control measures specific to your site which are not listed below

Safe System of Work

1. Visually check trolleys and sack trucks before use. Make sure wheels are clean of debris and free running.
2. Trolleys and sack trucks should be loaded so that the way ahead can be seen and they must not be overloaded to prevent the risk of collapse.
3. Load heavier items below lighter items.
4. Ensure the load is stable and use a restraint if necessary.
5. Hot food and liquids must be securely contained on trolleys to prevent spillage, especially where they are taken over uneven or sloping surfaces.
6. Always make sure the pathway is clear.
7. Loaded trolleys should be moved by pushing rather than by pulling whenever possible.
8. If possible, routes with uneven surfaces, ramps or steps should be avoided.
9. Two people should move trolleys with heavy loads, over uneven surfaces, over slopes and kerbs, through heavy or narrow doorways and passageways or through crowded areas.
10. Trolleys must not be carried up or down steps or stairs.
11. Clean up spillages as they occur and use wet floor warning signs when appropriate.

If you have any concerns, stop and speak with your line manager before proceeding.

Use of trolleys and sack trucks continued

Safety Task Card
STCGE 08

List any additional hazards or risks you have identified and control measures required to manage these.