



# Manual Handling

- Manual handling can be a potential workplace hazard
- Repetitive back bending, pulling and lifting from overhead, or forward bending and twisting can result in back injury
- Understand the type of manual handling work activities that are carried out in your workplace
- Consult with as many people as possible, particularly those who currently conduct the work
- Describe in your own words how a work activity is carried out and highlight areas where there is a manual handling activity
- Decide if there are potential difficulties with the manual handling activity and write it down (e.g.: the load is very heavy to lift as it weighs 60kg)
- Make an informed decision based on the facts collected as to the best approach to avoid or reduce the manual handling tasks within the work activity
- Identify better ways of working with less manual handling. Examples include:
  - Introduction of a mechanical handling device to transfer stock
  - Reduce size of load
  - Introduction of housekeeping policies to ensure that work areas are tidy and have better access
  - Relocation of stock to reduce travel distance when handling stock or to avoid need for handling at a height
  - Develop instruction sheet on safe handling of stock
  - Appropriate training in the safe use of handling aids



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