



Recruitment Solutions
Alba Ltd

An Introduction – MANUAL HANDLING

Under the Health and Safety at Work Act 1974, every employee has a responsibility to:

- ✓ Take reasonable care for their own health and safety and that of others who may be affected by their activities
- ✓ Co-operate with their employer on health and safety matters
- ✓ Make proper use of equipment provided for safety



1. ASSESS

Assess the operation before lifting.

Do you require help?

Are there any handling aids available?

Warm up and prepare to lift.



2. FEET

Adopt a stable position with feet apart and one leg slightly forward to maintain balance.



3. KNEES

When lifting from a low level, bend the knees, then use the thigh muscle to control and power the lift.



4. BACK

Keep the spinal curves in a neutral position, avoiding stooping and twisting.

5. HEAD

When handling, look ahead not down at the load.

6. GRIP

Maintain a sure grip using palms and fingers. Hold load close to reduce lever effect.

All movements should be smooth and controlled.

Avoid sharp, jerky actions which may cause injury.

TRAINEE:

I, the undersigned acknowledge receipt and understanding of the above briefing on Manual Handling.

I confirm that I do not suffer from any condition which prevents me from conducting the tasks as taught above:

Print Name: _____

Signature: _____ Date: _____