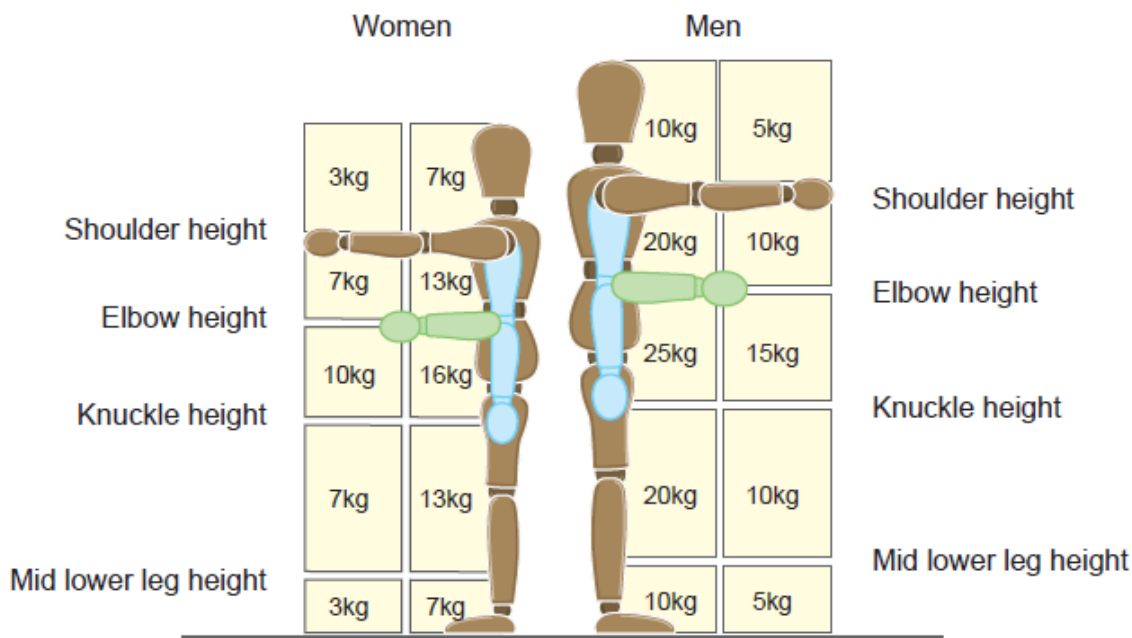


General manual handling risk assessment guidelines

Source: United Kingdom Health and Safety Executive

There is no such thing as a completely 'safe' manual handling operation. But working within the following guidelines will cut the risk and reduce the need for a more detailed assessment.



Each box contains a guideline weight for lifting and lowering in that zone. (As you can see, the guideline weights are reduced if handling is done with arms extended, or at high or low levels, as that is where injuries are most likely to occur.)

The guideline weights assume that the load is readily grasped with both hands and that the operation takes place in reasonable working conditions, with the lifter in a stable body position.

- Method**
1. Observe the work activity you are assessing and compare it to the diagram.
 2. Decide which box or boxes the lifter's hands pass through when moving the load.
 3. Assess the maximum weight being handled. If it is less than the figure given in the box, the operation is within the guidelines.
 4. If the lifter's hands enter more than one box during the operation, use the smallest weight. Use an in-between weight if the hands are close to a boundary between boxes.

- Twisting**
- Reduce the guideline weights if the handler twists to the side during the operation. As a rough guide:
- reduce them by 10% if the handler twists beyond 45 degrees, and
 - reduce by 20% if the handler twists beyond 90 degrees.

- Adjustments**
- Frequent lifting and lowering**
- The guideline weights are for infrequent operations - up to about 30 operations per hour - where the pace of work is not forced, adequate pauses to rest or use different muscles are possible, and the load is not supported by the handler for any length of time. Reduce the weights if the operation is repeated more often. As a rough guide reduce the weights:
- by 30% if the operation is repeated once or twice per minute,
 - by 50% if the operation is repeated five to eight times a minute, and
 - by 80% where the operation is repeated more than 12 times a minute.