

Rubach Plasterers Pty Ltd SAFE WORK PROCEDURE

Workplace:

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TASK / OPERATION:

Manual Handling - Lifting

**Overall Risk
Rating After
Controls**

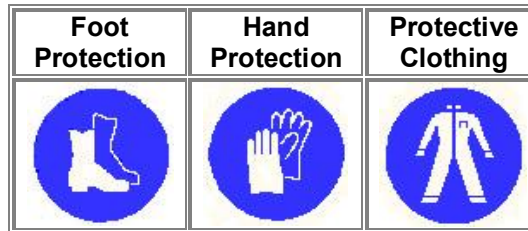
4 Acute

3 High

2 Moderate

1 Low

Personal Protective Equipment



Appropriate to the task

Examples:

Foot protection where objects can drop

Gloves to protect against abrasions, cuts, burns etc. Gloves should be well fitting and suitable for the task.

Aprons, overalls or other protection should be provided to protect clothing.

Safety Notes

Lifting is something that we do on a regular basis. Unfortunately it is related to many musculoskeletal strains. Pain is often attributed to a single acute incident while lifting where as, in fact, it is mostly caused by continual stressing over a period of time.

The risk comes not just from the weight of the object being handled but from the way it is handled. For example, twisting, jerking or reaching, doing the task too fast, using too much force or lifting the wrong way.

Risk assessments should be conducted of all manual tasks and where possible task modification and redesign should be implemented. However, where lifting is unavoidable the following will reduce the amount of stress placed on the body.

Sequence	Potential Hazards or Risks of Each Step.	RB	Control Measures - Actions to be Taken	RA	Responsible officer
NOTE: RB = Risk Rating before controls implemented - RA = Risk Rating after controls are implemented.					
Risk Assessment	Personal injury: Sprains and strains.	3H	Has training been provided to employees whose job involves a risk of injury from manual handling? Is the load too heavy or awkward to lift? If so lifting should not be attempted. Is assistance available? Preferably mechanical. (Trolleys, hand carts, crow bars etc.) Can the load be lifted and carried close to the body?	1L	
One Person lift					
Planning	Personal injury: Slips and falls Sprains and strains	3H	Check the weight of the load by lifting slightly at the sides. Remember that packages may not have their loads evenly distributed. Can the load be gripped safely and comfortably? Is the load within easy reach? Clear obstructions from the route you are planning to travel. Remember that your line of sight can be obstructed by the load. Is the place you are planning to place the load free of obstructions? Avoid awkward postures. You may have to move the load slightly prior to lifting. Example . from under another object.	2M	
Preparation	Personal injury: Slips and falls Sprains and strains	3H	Stand close to the load Ensure that your feet have a firm footing and are apart Ensure that you are facing forward and have adopted comfortable, upright posture.	1L	

Sequence	Potential Hazards or Risks of Each Step.	RB	Control Measures - Actions to be Taken	RA	Responsible officer
NOTE: RB = Risk Rating before controls implemented - RA = Risk Rating after controls are implemented.					
Performing the Task	Personal injury: Slips and falls Sprains and strains	3H	<p>Ensure that the load is pulled close to your body. If the load is lower than your waist bend your knees. (Bending your knees is very important if you wish to avoid sprains and strains.)</p> <p>Ensure that you have a firm grip with both hands. (Lifting with one hand increases the risk of injury.)</p> <p>Hold your head upright. This will ensure that you keep the three curves of your back in their natural position.</p> <p>Lift the load smoothly. Avoid sudden, jerky or hard-to-control movements</p> <p>Lift with your legs, they are stronger than your back. Let your legs provide the lifting force.</p> <p>Turn with your feet and not with your upper body.</p>	2M	
Lowering the Object	Personal injury: Sprains and strains	3H	<p>Where required place the load down by bending at your knees. Maintain the three natural curves of your back.</p>	1L	
Team Lifting					
Performing the Task	Personal injury: Slips and falls Sprains and strains	3H	<p>All of the above applies but also it is important to ensure that:</p> <ul style="list-style-type: none"> • there are enough people, • someone will be coordinating the lift, (Will call out when to lift, carry and put down the object.) • training has been provided, and • the lift has been rehearsed. <p>Ensure that: Everyone must have a firm grip. (Note - Injuries are caused when one person involved in the lift loses their grip and all of the weight of the load is taken by the remaining team members.)</p>	2M	

Reference:

Australian Safety and Compensation Council . National Standard for Manual Handling