



Manual Handling

- Eliminate the risk – use mechanical aids wherever possible/reasonably able
- Review the work place layout to minimise the need to manually handle items
- Ask yourself “Do I have to lift/carry this? Are there other options?”
- If the item is too heavy, awkward or difficult to lift by yourself, ask for help
- Store loads close to where you need them to save double handling
- Return mechanical aids to where they are stored so others can locate them easily
- Alternate heavy jobs with light jobs
- When you need to position a load in another direction, turn with your whole body – do not twist your trunk

Follow the safe manual handling technique:

1. Plan the lift
2. Position feet correctly
3. Bend your knees
4. Check out the load before you lift
5. Get a good grip
6. Tighten stomach muscles and keep head up by looking forward
7. Lift smoothly
8. Keep the load as close to the body as possible
9. Avoid twisting when lifting or carrying

Your back has to last a lifetime!



PROUD TO BELONG
PROUD TO BE SAFE



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