

MANUAL HANDLING ASSESSMENT RECORD

Serial No.: 001/2007

Date of assessment: 5th June 2007

HS002

Questions to consider:	Level of Risk Tick as appropriate			Problems identified	Remedial action Changes required to task, load, workplace, environment, etc.	
	Low	Med.	High			
The tasks – do they involve?				No major problems identified Loads are held away from the trunk during two-man lifting when the weight per person is reduced.	None	
Holding loads away from the trunk?		√				
Twisting?	√					
Stooping?	√					
Reaching upwards?	√					
Large vertical movements?	√					
Long carrying distances?	√					
Strenuous pushing or pulling?	√					
Unpredictable movement of loads?	√					
Repetitive handling?	√					
Insufficient rest or recovery?	√					
A work rate imposed by the process?	√					
The loads – are they:				No major problems identified Loads exceeding 800mm x 600mm x 1m shall be lifted by two persons regardless of weight Loads exceeding 2m length should be moved using wheeled trolley Loads exceeding 50kg should be lifted with lifting aid or equipment	None	
Heavy?	√					
Bulk/unwieldy?	√	√				
Difficult to grasp?	√					
Unstable/unpredictable?	√					
Intrinsically harmful (e.g. sharp/hot)?	√					
The working environment – are there:				No major problems identified	None	
Constraints on posture?	√					
Poor floors?	√					
Variations in levels?	√					
Hot/cold/humid conditions?	√					
Strong air movements?	√					
Individual capability – does the job:				No major problems identified Pregnant women or person with diagnosed back problems should not allocated to the task	None	
Require unusual capacity?	√					
Hazard those with a health problem?	√					
Hazard those who are pregnant		√				
Require special information/training	√					
Is movement or posture hindered by clothing or PPE?	Yes/No			Assessor	Name: Tim Clawson	Signature:
Issue No. 1	Date: 24/05/07		Approved: B. Perryman			Page 2 of 2