

MANUAL HANDLING POLICY

POLICY STATEMENT

As part of our commitment to achieving the principles of health and safety in our workplace, we recognise our moral and legal responsibility to provide a safe and healthy work environment for workers, contractors, customers and visitors. This commitment also extends to ensuring that workers are not placed at risk of injury or illness due to hazardous manual tasks and activities in the workplace.

AIMS AND OBJECTIVES

We will strive to ensure that the health, safety and well-being of workers is not placed at risk by ensuring that causes of manual handling injuries in company workplaces are identified and controlled.

RESPONSIBILITIES

We will ensure that all tasks involving manual handling are identified and assessed, and that measures to reduce the risk of injury due to manual handling are implemented.

All hazardous manual tasks will be examined to identify any of the following risk factors –

- repetitive or sustained application of force, awkward postures or sustained movement,
- application of high forces
- exposure to sustained vibration, or
- manual handling of persons, live animals, or loads that are unstable, unbalanced, or difficult to hold.

We recognise that there is no set maximum weight that a person may lift, and that when assessing a task, that all factors which could make the task hazardous are identified and their impacts assessed.

We will apply controls to eliminate or minimise the risk of musculo-skeletal injury by applying the hierarchy of risk controls (including the use of mechanical aids), so far as is reasonably practicable, to all tasks involving manual handling, and where risks cannot be eliminated or controlled by other means, apply administrative controls (such as task rotation, work design), and provision of appropriate personal protective equipment.

Workers will be provided with information, training and instruction where a risk remains following the application of higher-level control measures. Training in manual handling will not be used as a sole or primary means of controlling risks of musculo-skeletal disorders due to manual handling.

Workers are required to follow all implemented work procedures to reduce risk of musculo-skeletal injury, and to report any manual handling risks that they may encounter in their tasks.

Jon Lim



Director