

Incorrect manual handling techniques account for the majority of workplace injuries!

Size up the load

- Assess the load – size, shape and weight and only lift what you are capable of
- Assess where the load needs to be moved
- Where is it going to be placed? Check that there are no obstructions or trip hazards
- Assess whether mechanical aides are available or if other assistance is required

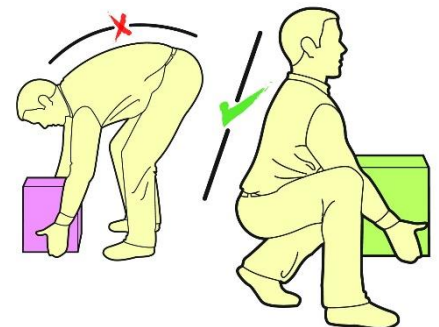
Move the load as close to your body as possible

- A load is heavier to lift or carry if it is not close to your body
- The whole hand should be used to ensure a firm grip



Always bend with your knees

- Maintain your balance
- Keep your feet apart and in comfortable position
- Minimize lower back bending
- Bend knees preferable at as large an angle as possible but not at a right angle, use a semi-squat in preference to a full-squat



Raise the load with your legs

- Achieve the lift smoothly and without jerkiness
- Maintain the normal curvature of the spine to allow the force of the load to be distributed evenly from the spine to the pelvis

Turn your feet in the direction you want to move the load

- Avoid unnecessary bending, twisting and reaching
- Change direction by turning or shuffling your feet and not your back
- To set the load down keep your head up and let your legs do the work.