

## Overview

This Standard is about handling and moving loads safely. You are expected to use approved lifting and handling techniques and follow company and manufacturers' guidelines and instructions when operating manual handling equipment. This Standard is for those people who have to handle and move loads in their work.

The term manual handling and lifting of loads can be determined in this standard as "the lifting, putting down, pushing, pulling and carrying loads by bodily force"

## Perform manual handling and lifting of loads

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### Performance criteria

*You must be able to:*

1. identify the load to be handled and plan the move accordingly
2. ensure risk assessments are available and apply identified control measures
3. take suitable safety measures before moving to protect yourself and other people
4. check that any equipment you need to use is fit for use
5. use manual handling equipment in line with company guidelines and manufacturers' instructions
6. use approved manual handling techniques
7. plan a safe and efficient route for moving loads
8. agree responsibilities with colleagues where work needs to be shared
9. plan and demonstrate a multi-person lift

## Knowledge and understanding

*You need to know and understand:*

1. what you can lift safely and how to identify when you need help and/or manual handling equipment
2. the risk factors involved in lifting and how to control these including size, shape, weight of load, how often it is being lifted, distance carried, space constraints and posture
3. when a more detailed risk assessment is required for the task
4. how to assess the weight and centre of gravity of the loads you are going to lift
5. company guidelines for safe lifting including type of load and the environment
6. why you should plan your route when moving loads
7. how to plan your route when moving loads, including the types of obstacles to look for and how to remove or avoid them and distance of the lift
8. approved techniques for manual handling including use of personal protective equipment (PPE) and multi person lifts
9. company guidelines and manufacturers' instructions for using manual handling equipment
10. what manual handling is and how using unsafe techniques for lifting and handling can affect you, the people lifting with you, and others close by
11. what is meant by muscular skeletal disorders, the causes, how to avoid them and the importance of early reporting of any symptoms
12. the range of tools available from the Health and Safety Executive (HSE) to help identify risks in manual handling

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