



MANUAL HANDLING POLICY

AIM

At QSD we are committed to reducing the potential for manual handling types of injuries as far as is practical. Manual handling is any activity where an employee is required to grasp, manipulate, carry, lower, push, pull, hold or move an object. It therefore encompasses most workplace activities.

POLICY

- Staff will be encouraged to identify hazards and associated risks as part of our Risk Management practice. Risk assessments will include poor working postures, work layout and work organisation, repetitive handling and the application of force.
- Training will be provided to all relevant staff so that they can participate in risk assessments successfully.
- Improvements in procedures will focus on task redesign to reduce risks.
- Mechanical aids, such as trolleys and appropriate handles will be supplied.
- Training in back care will be provided.
- Sufficient resources will be allocated to comply with the aim of this policy.

Reference:

National Standard for Manual Handling.
Workplace Health and Safety Legislation
Manual Handling Procedure

Manual Handling Policy

Policy Date: 2008 – Policy Review Date: 2013

Note: All QSD Policies and Plans are ongoing and may be reviewed at any time during this period.