**J&D GUTTERS LIMITED MANUAL HANDLING RISK ASSESSMENT**

Schedule 1 of the Manual Handling Operations Regulations 1992 sets out what every employer should consider when making a risk assessment. See below for the four key aspects and key questions to ask to ensure each has been fully and correctly considered. You should also consider whether any other factors are relevant in your specific circumstances e.g. is movement or posture hindered by personal protective equipment?

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| **LITE MANUAL HANDLING RISK ASSESSMENT** |
| **Factors:** | **Key Questions:** | **Write Your Action Notes Here:** |
| **Loads** | **Are they:** |  |
|  | * Heavy?
 |
|  | * Bulky or unwieldy?
 |
|  | * Difficult to grasp?
 |
|  | * Unstable, or with contents likely to shift?
 |
|  | * Sharp, hot or otherwise potentially damaging?
 |
| **Individual** | **Does the job:** |  |
|  | * Require unusual strength, height, etc.?
 |
|  | * Create a hazard to those who might reasonably be considered to be pregnant or to have a health problem?
 |
|  | * Require special information or training for its safe performance?
 |
| **Tasks** | **Do they involve:** |  |
|  | * Holding or manipulating loads at distance from trunk?
 |
|  | Unsatisfactory bodily movement or posture, especially: |
|  | * Twisting the trunk?
 |
|  | * Stooping?
 |
|  | * Reaching upwards?
 |
|  | * Excessive movement of loads? Consider especially:
 |
|  | * Lifting or lowering distances.
 |
|  | * Carrying distances.
 |
|  | * Pushing or pulling of loads.
 |
|  | * Risk of sudden movement of loads?
 |
|  | * Frequent or prolonged physical effort?
 |
|  | * Insufficient rest or recovery periods?
 |
|  | * A rate of work imposed by a process?
 |
| **Environment** | **Are there:** |  |
|  | * Space constraints preventing good posture?
 |
|  | * Uneven, slippery or unstable floors?
 |
|  | * Variations in level of floors or work surfaces?
 |
|  | * Extremes of temperature or humidity?
 |
|  | * Conditions causing ventilation problems or gusts of wind?
 |
|  | * Poor lighting?
 |