



MANUAL HANDLING



LIFT WITH YOUR LEGS
KEEP YOUR BACK STRAIGHT
KNOW YOUR LIMITS



ASSESS your task FIRST

BEFORE you lift your object plan the route. Clear any obstacles from your path and note where obstacles will be in an unclear path.

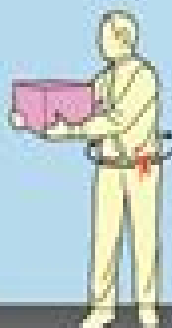
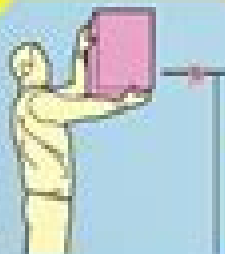


Position your feet apart

Ensure your legs are shoulder width apart for maximum support. Walk in small steps to maintain shoulder width placement.

AVOID lifting overhead or from below knee height

The risk of injury increases when objects are lifted from overhead or below knee height. Avoid storing objects at these heights when possible.



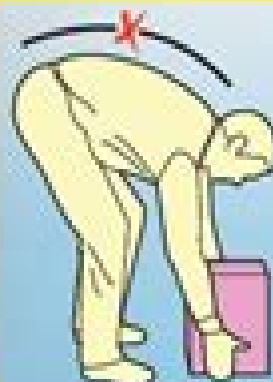
Don't BEND or TWIST while you are lifting or carrying

Improper bending or twisting could throw you off balance or cause injury.



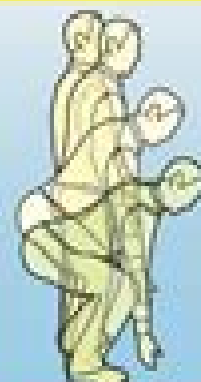
REDUCE the size of the load when possible

When possible reduce the size of the load or object or make smaller but more frequent trips, e.g. replace a heavy load into smaller parcels.



TIGHTEN your abs

Using your core abdominal muscles will hold you in the proper lifting position and reduce strain on your spine.



LIFT with your LEGS

Bend at the knees & hips not your back. Your leg muscles are stronger than your back and can withstand greater force. This is known as the Squat Technique (Frog Lift).



Keep your back STRAIGHT

When you keep your back straight (neutral), your legs carry the majority of the weight making you less likely to injure your back.

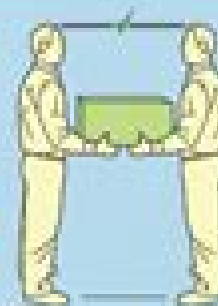


HOLD the object at waist level and close to the body

Your arms and your back are better equipped to lift a heavy object at waist level and close to your body than at any other height, so be far from your body.

Use lifting aids

When possible use mechanical aids or get help to lift or carry a heavy load whenever possible. Options include wheelbarrows, conveyor belts, trolleys, cranes or forklifts.



Two person lifts

When lifting with two or more people ALWAYS ensure boxes of same size and strength for manual handling tasks.

LIMIT

KNOW your limits

Ask for help. If you cannot lift an object, don't. Even if the object is not heavy. If it is awkwardly large or unstable, it can be difficult to lift. It is better to wait and ask for assistance than to try and lift something that could potentially cause injury.

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Manual Handling Code Of Practice Vic

Ying-Ying Zheng

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the author's name.

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