

## **SAFE WORKING PRACTICE**

**RISK ASSESSMENT** General Lifting Techniques

**RISKS IDENTIFIED** Back strain, Muscle strain, Hand/Limb Injuries

**LEGISLATION** Manual Handling Operations Regulations 1992

**AT RISK** All staff

On occasions it will be necessary for employees to lift packages or objects and to perform other incidental manual handling tasks. The most common cause of back strain and other lifting related injuries is not the weight of the object, but incorrect lifting methods. No attempt should be made to lift a load that is too heavy or difficult you must seek assistance or reduce the weight of the load.

### **1. Rules for lifting are:**

- a. Keep the body upright
- b. Distribute your weight evenly and allow your feet to adjust for movement
- c. Avoid bending and twisting on rigid legs
- d. Distribute stress evenly throughout the body
- e. Hold the load close to your body as possible
- f. Use any lifting devices that may be available
- g. If lifting with colleagues lift in unison
- h. When lifting items from ground level, bend your knees and look up when commencing the lift

### **2. Remember:**

- a. Do not attempt to lift a load that may be too heavy or difficult and causes any feeling of strain
- b. Do not stand holding a heavy load
- c. Do not change grip whilst carrying. Put the load down first
- d. Carrying a load under the arm, using the hip to support the load can cause strain
- e. Slippery floors are dangerous, especially on stairs and steps
- f. Releasing a load is as potentially dangerous as picking up loads, so care must be taken
- g. Do not lift and twist when lowering a load, guide it down


### **3. Always consider:**

- a. The weight of the load
- b. The condition of the floor
- c. The headroom available
  
- d. The distance to be carried

At M Security, we try to protect others as well as ourselves whilst in the work place. We try to prevent hazards such as; cabling - to be located around the walling area and NOT across the walkways, all fire exits to be kept clear at all times, computers/VDU's not to be used for long periods, short breaks should be taken to relax the eyes. If any hazards are identified it should be brought to the department managers' attention and he/she will get it rectified.

**Security guards working on site**

Unfamiliar surroundings whilst working on a construction site can be very dangerous and extreme caution when patrolling is imperative, so if there are any hazards/concerns, the guard will write on his/her daily log sheet and when handing over to the Site Agent/Manager he must bring these concerns to their attention. The guard must also highlight his written concerns so that any on coming guard is aware if the concerns have not been rectified. The Duty supervisors will also be notified of any concerns the guard has so as to protect other members of staff.

Sign .....  .....Date ..... 12/07/2023.....

Next review date will be 12/07/2024