# FORM-16. Manual Handling Risk Assessment

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| **Description of task:** |  |
| **Assessor/s:** |  | **Date:** |  |
| **Assessing the Risk**(Tick each box to ensure the task is assessed against each set of risks below. Circle the risks involved with the tasks) |
| [ ]  Assess if the tasks are done Repetitively, for a Sustained time or for a long duration. |
| [ ]  Assess the type of posture and movement involved (Risks - excessive bending, twisting, excessive reaching, awkward posture, fast movements.). |
| [ ]  Assess the type and degree of force being used (Risks - lifting, lowering, pushing, pulling, dragging, holding, supporting, restraining, applying force with one side of the body, lifting out from body more than 30cm, using high force). |
| [ ]  Assess if other factors are affecting the worker while they are carrying out the tasks (Risks - extremes of temperature/humidity, vibration, protective clothing). |
| [ ]  Assess if there are any features about the workers that may affect their ability to perform the tasks (risks - age (young/old), disability, pregnancy, previous injury). |
| **Details of Risks Identified (add in other risks identified that are not listed above):** |
| **Controlling the Risks**(Use the following as guides in identifying effective risk controls.) |
| **Develop risk controls using the following priority:**  * eliminating all or part of the task
* altering any of the tasks, objects, or environment
* using mechanical aids
* using job rotation, roster changes or training
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| **Details of Risk Controls to be implemented:** |

Adapted from Victorian Workcover Authority publication – “Code of Practice for Manual Handling”