Manual Handling



1 After you have considered the TILE technique and you are ready to lift safely, first stand in front of the object with your feet a shoulders width apart.



Place your feet in a 10 to 2 position, putting one foot slightly in front of the other to improve your balance.



Crouch down to ensure your legs do the work. Do NOT stoop. Keep your shoulders and hips facing the object with your back straight. Get a feel for the weight and if in doubt, STOP!



Take hold using your palms, not just your fingers, spreading the weight before standing up straight. Keep the object close to your body. Do NOT twist your back when turning or lifting.



If an object is above shoulder or head height, make sure you use a step ladder or kick step stool for the initial lift.



When loading a trolley do not stack too high and place heavy objects at the bottom. Make sure the load is secure before moving off and PUSH rather than pull.



If lifting with colleague, a rough guide suggests two people should only carry a third more than a single person and communication is crucial when lifting and lowering.



8 If in doubt please revisit the Manual Handling video and speak to your supervisor.





