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Manual Handling Risk Assessment Form			RA Ref No: MH01		
Assessor		Assessment Date		Review Dates / Initials	
John Smith		22 nd February 2012		21/02/13	
Name of employee assessed:			Job/role		
			Widget Assembler/Packer		
Hz No.	Are the Loads	Details	Existing controls	Further controls / action	
L1	Heavy	General individual item less than 1Kg. Full boxes 50Kg	No need to lift full boxes. Boxes loaded at level for forklift to move	NA	
L2	Bulky or unwieldy	Widgets are small and handle	Small items	NA	
L3	Difficult to grasp/hold	Slippery when oil	None	Operatives to be given gloves with grips on fingertips	
L4	Unstable/unpredictable	NA	NA	NA	
L5	Harmful – hot/sharp	NA	NA	NA	
Hz No.	The individual: Does the job -	Details	Existing controls	Further controls / action	
I1	Require unusual strength or capability	No – see L1	NA	NA	
I2	Call for special training/equipment	Training on assembly given when work starts.	NA	Operatives to given gloves with grips on fingertips	
I3	Pose a risk for pregnant workers	None. This worker is employed currently in first trimester	Operatives can be seated during task. Chair swivels as needed. See E1	Recommend regular checks as per MHSW Regs for pregnant workers	
I4	Pose a risk to those with a health problem or physical or learning difficulty	No	NA		
Probability (P)		5=very likely, 4=likely, 3=quite possible, 2=possible, 1=unlikely			
Severity (S)		5=fatal, 4=severe, 3=moderate, 2=slight, 1=negligible			
Risk (R)		0-8=low risk, no action required. 9-15=medium risk, ensure controls are in place. 16-25=high risk, stop operation & implement control measures			

Hz No.	Does the Task involve:-	Details
T1	Holding loads away from the body	Seated at bench, items h arms length
T2	Twisting	No – operative has sw
T3	Stooping	No
T4	Reaching upwards	No
T5	Large vertical movement – i.e. squat to stretch	No
T6	Carrying long distances	No
T7	Strenuous pushing or pulling	No
T8	Unpredictable movement of the load – i.e. liquids	No
T9	Repetitive handling	Yes
T10	Handling driven by a process i.e. conveyor belt	Yes but operative is part
T11	Insufficient time to rest	As above

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Risk (R)	0-8=low risk, no action required. 9-15=medium risk, en

Existing controls	Further controls / action
Small items, lightweight	Recommend regular checks as per MHSW Regs for pregnant workers. As pregnancy continues, operative will be unable to reach bench easily. New working method may be needed
Swivel chair	
NA	
NA	
NA	
NA	
NA	
NA	
Machine belt is set to speed to allow assemblers time to pack each widget	Recommend regular checks as per MHSW Regs for pregnant workers
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use. 16-25=high risk, stop operation & implement control measures

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Hz No.	In the working Environment, are there:-	Details
E1	Constraints on posture – i.e. room to stand	No – operative has swivel chair
E2	Variations in levels i.e. stairs or ramps	No - at work bench
E3	Hot/cold/humid conditions	Works area climate controlled
E4	Strong air movements - wind	No
E5	Poor lighting conditions	No. Bench has overhead lighting

Existing controls	Further controls / action
Operative has swivel chair	Recommend regular checks as per MHSW Regs for pregnant workers. As pregnancy continues, operative will be unable to reach bench easily. New working method may be needed

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Risk (R)	0-8=low risk, no action required. 9-15=medium risk, ensure controls are in place. 16-25=high risk, stop operation & implement control measures
