

Llandough Community Council

Manual Handling Safe Practice of Work

Good Practice

- **Adopt Good Posture**
- **Whilst standing, sitting and sleeping**
- **Take Care During Everyday Activities**
- **Back injuries can be aggravated during activities at home, during leisure pursuits and at work**
- **Maintain Physical Fitness**
- **Keep your back and abdominal muscles in good condition, they support the back**
- **Know your limitations / lifting capability**
- **Seek professional advice, warm up before strenuous activity and warm down afterwards**
- **Use Good Manual Handling Techniques**
- **Bend your knees, not your back and avoid twisting at the same**

To protect the body

- **Adopt a balanced stance. i.e. one foot at a right angle to the other with feet shoulder width apart**
- **Get close to the load and if possible, stand so that your centre of gravity is right over the load**
- **Bend your knees so that you can lift with your thigh muscles**
- **Get a good grip of the load. Do not use fingertips to actually lift a load, use the palms of the hands**
- **Before lifting a load, if possible turn to face the direction you wish to take the load in order to avoid twisting.**
- **If you have to turn with the load, then use your feet first to change direction, avoid twisting or turning as much as possible.**
- **Keep the load close to the body and at waist height as there is a 10:1 load ratio on the small of the back which is increased the further away the load is from the body.**
- **When lifting in pairs or more, ensure good communication to ensure all parties lift a load together, move a load together and lower a load together.**
- **Lift and lower with smooth gradual actions, avoid short sharp movements**