

Manual Handling Assessment

Assess one lifting or carrying task properly, including the question people skip: whether it has to be moved by hand at all.

An assessment of one lifting or carrying task: the load, the task, the place and the person doing it.

NO WEIGHT LIMITS ARE PRINTED HERE

No weight limits are printed on this sheet and none are implied. Guideline figures differ by country, depend on how and where the load is held, and are not a safe limit for any individual. Record what the load actually is and what you decided. Who may authorise and carry out this work, what training and certification they need, what must be recorded and how long it must be kept differ by country and by workplace. This sheet names no scheme, sets no criteria and satisfies no regulation on its own — check what applies where you are.

Task assessed	Location	Date	Assessed by
Who does this task	How often	Load — what it is and what it weighs	

WHAT WAS LOOKED AT

- ☐ The load — weight, size, shape, grip, stability, contents
- ☐ The task — twisting, reaching, lifting from the floor or above shoulder
- ☐ Carrying distance, and what has to be pushed or pulled
- ☐ The place — floor, space, lighting, temperature, steps and levels
- ☐ The person — capability, training, health, clothing and footwear
- ☐ Whether the load has to be moved by hand at all

WHAT WAS DECIDED

Problem found	What will change	Owner	By when

Review date	Reviewed by