

APPENDIX 3: MANUAL HANDLING RISK ASSESSMENT WORKSHEET (BLANK)

Step 1: Task description: How is the task carried out?

Step 2: Collect technical information: What are the technical details of the task?

Step 3: Identify the risk factors: What are the problems/risks?

Step 4: Identify the improvements to be put in place: What improvements can be made (actions that can be taken to avoid/reduce handling)?

Step 5: Review the effectiveness of the improvements: Are the improvements effective?