



Manual Handling Policy

Herts EV Specialists Ltd, as an employer, must protect its workers from the risk of injury from hazardous manual handling in the workplace.

Definition

Manual handling means transporting or supporting a load by hand or bodily force. It includes lifting, putting down, pushing, pulling, carrying or moving loads.

The Law

The “**Manual Handling Operations Regulations 1992**” cover all requirements involving manual handling (*Further guidance can be found here: [Manual handling. Manual Handling Operations Regulations 1992. Guidance on Regulations L23 \(hse.gov.uk\)](#)*)

Employers must deal with risks from manual handling by:

- Avoiding hazardous manual handling, **so far as reasonably practicable** (see **appendix A**).
- Assessing the risk of injury from any hazardous manual handling operations that cannot be avoided.
- Reducing the risk of injury from hazardous manual handling to as low as reasonably practicable.

The weight of a load is important, though the law does not set specific weight limits.

Employees have duties placed on them by section 7 of the HASWA 1974.

They must:

- Take reasonable care for their own health and safety and that of others who may be affected by their activities;
- Co-operate with the employer to enable them to comply with their health and safety duties.

Policy

Herts EV Specialists Ltd stipulates that employees are to avoid manual handling where reasonably practicable & where a risk of injury exists from Manual Handling a suitable Risk Assessment **shall** be undertaken by a competent person.

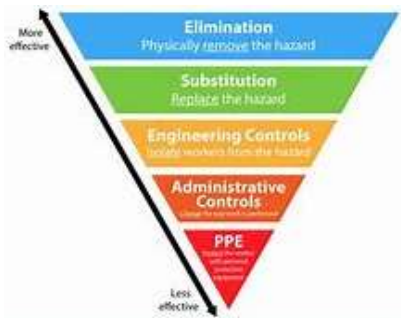
Training

All employees **shall** undergo Manual Handling training via the IHASCO online training suite on entry into the business, annually as part of routine training and as the H&S representative/ Executive team feel necessary.

Health Surveillance

Health surveillance is putting into place systematic, regular and appropriate procedures to detect early signs of work-related ill health among employees exposed to certain health risks and acting on the results.

Health Surveillance **shall** be offered to all operational and High Risk staff.



• **Elimination** Additional Guidance Documents:

Musculoskeletal disorders [Musculoskeletal disorders in the workplace - HSE](#)

Risk at Work - Manual handling [Manual Handling: Health and Safety \(hse.gov.uk\)](#)

Hierarchy of controls [Management of risk when planning work: The right priorities \(hse.gov.uk\)](#)



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APPENDIX A- ALARP

"ALARP" is short for "***as low as reasonably practicable***". "SFAIRP" is short for "***so far as is reasonably practicable***". The two terms mean essentially the same thing and at their core is the concept of "reasonably practicable"; this involves weighing a risk against the trouble, time and money needed to control it. Thus, ALARP describes the level to which we expect to see workplace risks controlled.

Making sure a risk has been reduced ALARP is about weighing the risk against the sacrifice needed to further reduce it.

The decision is weighted in favour of health and safety because the presumption is that the duty-holder should implement the risk reduction measure.

To avoid having to make this sacrifice, the duty-holder must be able to show that it would be grossly disproportionate to the benefits of risk reduction that would be achieved. Thus, the process is not one of balancing the costs and benefits of measures but, rather, of adopting measures except where they are ruled out because they involve grossly disproportionate sacrifices.

Extreme examples might be:

- *To spend £1m to prevent five staff suffering bruised knees is obviously grossly disproportionate; but*
- *To spend £1m to prevent a major explosion capable of killing 150 people is obviously proportionate.*



Revision No	Revision Date	Review Date	Changes
1	25/06/2022	25/06/2023	Initial Issue