

Manual Handling incidents April – 30 September 04

	2002/03	2003/04	2004/05 (mid year)
RIDDOR:	3	3	6
Minor injuries	16	9	13
Total	19	12	19

1. The majority of manual handling accidents involved the lifting or moving of items such as: -
 - √ carrying heavy bags/portable laptops and PPE;
 - √ moving furniture/unpacking files;
 - √ unloading/lifting goods and equipment out of cars/vans;
 - √ strains after using trolleys/barrows for moving files;
 - √ individuals moving and carrying materials for safety exhibitions;
 - √ strains and torn muscles whilst lifting due to underestimating weight of articles.

2. Action could have been taken to prevent injury in these cases. Manual-handling assessments should be the subject of regular review, and should take into account not only the items to be handled but also the abilities of the individuals concerned. A supplement on manual handling is available on the intranet, and training is available for assessors and those involved in manual handling.

3. The accidents occurred mainly to staff at Bands 3 and 6, and some of the staff involved had existing back problems. The range of incidents demonstrates that there should be a greater awareness of the potential for injury from manual handling amongst staff so that they consider the appropriate cause of action such as: -
 - √ ask porters to move the item (e.g. crates, filing cabinets);
 - √ seek help from colleagues (e.g. to open doors);
 - √ think about the weight of items before starting to move them;
 - √ be trained in manual handling techniques if this forms a significant part of their work;
 - √ carry out risk assessments when attending HSE events;
 - √ don't carry heavy equipment around;
 - √ use the necessary handling aids;
 - √ if attending exhibitions, where possible post materials in advance.
 - √ seek advice from the site OHA, where appropriate.

4. The Board is asked to consider the implications of the accidents in HSE and the action that may be taken to reduce such accidents.