PART 3.1—MANUAL HANDLING

3.1.1 Hazard identification

(1) An employer must, so far as is reasonably practicable, identify any task undertaken, or to be undertaken, by an employee involving hazardous manual handling.

Notes
1. Act compliance—section 21 (see regulation 1.1.7).
2. Hazardous manual handling is defined in regulation 1.1.5).

(2) An employer may carry out a hazard identification under subregulation (1) for a class of tasks rather than for individual tasks if—

(a) all the tasks in the class are similar; and

(b) the identification carried out for the class of tasks does not result in any person being subject to any greater, additional or different risk to health and safety than if the identification were carried out for each individual task.

3.1.2 Control of risk

(1) An employer must ensure that the risk of a musculoskeletal disorder associated with a hazardous manual handling task affecting an employee is eliminated so far as is reasonably practicable.

Note
Act compliance—section 21 (see regulation 1.1.7).

(2) If it is not reasonably practicable to eliminate the risk of a musculoskeletal disorder associated with a hazardous manual handling task affecting an employee, an employer must reduce that risk so far as is reasonably practicable by—

(a) altering—

(i) the workplace layout; or

(ii) the workplace environment, including heat, cold and vibration, where the task involving manual handling is undertaken; or

(iii) the systems of work used to undertake the task; or

(b) changing the objects used in the task involving manual handling; or

(c) using mechanical aids; or

(d) any combination of paragraphs (a) to (c).

Notes
1. Act compliance—section 21 (see regulation 1.1.7).
2. Under sections 27 to 30 of the Act, designers of plant, buildings or structures (or parts of buildings or structures) and manufacturers and suppliers of plant or substances must ensure, so far as is reasonably practicable, that the plant, substance, building or structure (or part) is designed, manufactured or supplied (as the case may be) to be safe and without risks to health, including the risk of musculoskeletal disorder.

(3) If it is not reasonably practicable for an employer to reduce the risk of a musculoskeletal disorder associated with a hazardous manual handling task in accordance with subregulation (2), the employer may control that risk by the use of information, instruction or training.
(4) Without affecting the generality of subregulations (1), (2) and (3), an employer, when determining any measure to control any risk of musculoskeletal disorder, must address the following factors—

(a) postures; and  
(b) movements; and  
(c) forces; and  
(d) duration and frequency of the task; and  
(e) environmental conditions including heat, cold and vibration that act directly on a person undertaking the task.

3.1.3 Review of risk control measures

(1) An employer must ensure that any measures implemented to control risks in relation to musculoskeletal disorders are reviewed and, if necessary, revised—

(a) before any alteration is made to objects used in a workplace or to systems of work that include a task involving hazardous manual handling, including a change in the place where that task is undertaken; or  
(b) before an object is used for another purpose than that for which it was designed if that other purpose may result in an employee carrying out hazardous manual handling; or  
(c) if new or additional information about hazardous manual handling being associated with a task becomes available to the employer; or  
(d) if an occurrence of a musculoskeletal disorder in a workplace is reported by or on behalf of an employee; or  
(e) after any incident occurs to which Part 5 of the Act applies that involves hazardous manual handling; or  
(f) if, for any other reason, the risk control measures do not adequately control the risks; or  
(g) after receiving a request from a health and safety representative.

Note

Act compliance—section 21 (see regulation 1.1.7).

(2) A health and safety representative may make a request under subregulation (1)(g) if the health and safety representative believes on reasonable grounds that—

(a) any of the circumstances referred to in subregulations (1)(a) to (1)(f) exists; or  
(b) the employer has failed—  
   (i) to properly review the risk control measures; or
(ii) to take account of any of the circumstances referred to in subregulations (1)(a) to (1)(f) in conducting a review of, or revising, the risk control measures.