**LIFTING AND MANUAL HANDLING**

**The potential problem**

* The need to move items particularly furniture such as tables which are heavy or bulky
* The need to move, lift, push or simply manoeuvre items
* The need to move things between levels of a building when there is no lift
* Moving and handling of wheelchairs

**The result of non-compliance**

* Broken bones, abrasions and lacerations
* Trapped feet and trapped fingers
* Back damage due to weight of items or poor handling technique
* Elderly people are at greatest risk of severe injuries such as broken hips
* Damage to items being moved and/or premises when items are dropped or involved in impact

**Possible Scenario**

NAFAS members working on ladders or scaffolding at festivals and slipping or trapping fingers.

NAFAS members moving fold up table single handed and dropping one on feet causing damage to toe.

**What to look for**

Deceptively heavy items  
Lack of experience  
Containers full of liquids  
Odd shaped or bulky items  
Lifting beyond reach or overhead  
People trying to lift or move heavy items on their own  
Anyone who has a previous back or upper limb injury  
Hot items and in particular hot liquids

**IF YOU SEE IT – ACT – DON’T LEAVE IT TO OTHERS**

**Action:**  
Manual handling Training at Club level for all club and committee members, following which members should sign a training record to be retained by the Club.

**Legal Requirements**  
\* Manual Handling Regulations 1992 as guidance to best practice. While NAFAS activities may not be required to comply fully with these regulations, the HSE advise that adoption of these requirements is advisable and may be seen as evidence of good practice and will lessen chances of an accident occurring at an event.

\* These Regulations should be kept on Area/Club files for reference.