UK Manual Handling Risk Assessment Form

Aligned with MHOR 1992 (Reg 4 & Schedule 1), MHSWR 1999 (Reg 3) & HSE Guidance L23 / INDG143

Manual Handling Training
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1. Workplace, Task & Assessor Details

Company / Organisation & Site:	**Department / Work Area:**
Handling Task Observed (be specific):	**Staff Groups Involved (incl. agency, young or pregnant workers):**
Assessor Name & Job Title:	**Assessment Date:** **Next Review Date:**

2. Step 1 Avoidance Check & HSE INDG143 Filter Screen

MHOR Reg 4(1)(a) Avoidance Check: Can manual lifting/carrying/pushing be avoided completely (e.g. pallet truck, conveyor, bulk delivery to point of use)? ☐ **Yes** (record change & eliminate task) ☐ **No** (complete Schedule 1 assessment below)

Load Weight: _____ kg | **Worst Hand Zone:** ☐ Shoulder+ (10/7 kg) ☐ Chest (20/13 kg) ☐ Waist (25/16 kg) ☐ Shin-Knuckle (20/13 kg) ☐ Floor (10/7 kg)

Modifiers: ☐ Arms extended (halves zone filter) ☐ Trunk twist 45° (-10%) / 90° (-20%) ☐ >1 lift per 5 min (-30% to -80%) ☐ Carry >10 m ☐ Push start >20/15 kg

3. Schedule 1 Hazard Evaluation (TILEO Checklist)

Schedule 1 Factor	Hazards Spotted on Shift	Risk Level	Controls to Reduce Risk (Reg 4(1)(b)(ii))
T: The Task Stooping below knuckles, reaching above shoulders, load held away from waist, twisting, carry >10m, high pace, team lift, seated lift.		☐ Low ☐ Med ☐ High	
I: Individual New/agency starter, under-18 (MHSWR Reg 19), pregnancy/new mother (Reg 16), past back/shoulder injury, height reach, training needed.		☐ Low ☐ Med ☐ High	
L: The Load Over INDG143 zone filter, bulky (>75cm wide), unstable or shifting liquid, off-centre weight, smooth wrap with no handles, sharp/hot edges.		☐ Low ☐ Med ☐ High	
E: Environment Cramped bay forcing twist, wet/uneven/cracked floor, steps, kerbs, ramp >1:12, dim lighting, cold store (<5°C), heat, wind gusts.		☐ Low ☐ Med ☐ High	
O: Other & Kit Bulky PPE restricting movement (Reg 4(3)(b)), worn trolley castors/brakes, lack of lifting aids, peak-shift rushing, rest-break spacing.		☐ Low ☐ Med ☐ High	

Action Plan, HSE Chart Score & Worker Consultation Log

Prioritise engineering aids, pack-weight cuts & layout fixes ahead of instruction alone

4. HSE Detailed Chart Score (Complete if Task Exceeds INDG143 Filter)

HSE Chart Used:	Total Score BEFORE Fixes:	Residual Score AFTER Fixes:
☐ MAC Lift ☐ MAC Carry ☐ MAC Team ☐ RAPP Push/Pull ☐ ART Arm/Wrist	Score: _____ (☐ G ☐ A ☐ R ☐ P)	Score: _____ (☐ G ☐ A ☐ R ☐ P)

5. Risk Reduction Action Plan (Equipment, Layout, Pack Size & Training Fixes)

#	Specific Control Action (e.g. scissor-lift table, 12.5 kg split packs, 200mm castors)	Person Responsible	Target Date	Date Completed
1				
2				
3				
4				
5				
6				

6. Worker Consultation & Safe System Briefing Log

Always involve staff who carry out the task when spotting hazards and testing equipment changes, and brief all affected workers on the agreed controls and weight information (MHOR Reg 4(1)(b)(iii)).

Employee Name	Job Role / Shift	Signature	Date Briefed

7. Assessor Sign-Off & Statutory Review Triggers (MHOR Reg 4(2))

Assessor Signature:	Manager / H&S Lead Counter-Sign:	Overall Residual Risk Rating:
		☐ Low ☐ Medium ☐ High (stop/escalate)

When to Review This Assessment (MHOR 1992 Regulation 4(2)): Review straight away if (1) a worker reports back, shoulder, or upper-limb pain or an entry is made in the accident book / RIDDOR, (2) supplier packaging, load weights, racking heights, or delivery vehicles change, (3) floor surfaces or handling equipment degrade, or (4) an individual worker notifies pregnancy or returns from injury/surgery. Supporting staff training (such as our RoSPA Qualifications Assured & CPD Certified Online Manual Handling Course at **www.manualhandlingtraining.org.uk**) complements engineering controls and never replaces fixing an unsafe setup.

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