

### Assessment details

<b>Name of organisation</b>	Any Company
<b>Assessor's name</b>	Jane Brown
<b>Assessor's job title</b>	Warehouse Manager
<b>Date of assessment</b>	5-12-2017
<b>Review date</b>	5-12-2018

### Describe the task or tasks you are assessing

Lifting packages of various sizes and contents from the packing station into a cage trolley.	
<b>Where is this task carried out?</b>	Warehouse packing area

### Risk factors

Risk factors Please select the risk factors for the&nbsp;tasks below
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### Activity

Stooping	X
Bending	X
Twisting	X
Long distance travel	
Holding away from body	X
Strenuous pushing	
Frequent prolonged effort	X
Strenuous pulling	
Repetitive handling	X
Little rest / recovery	X
Work pacing	
Reaching upwards	X
High initial effort	X
Large vertical movements	
Team handling required	
Other	

### Activity hazards and controls

For each of the risk factors you selected, describe the hazard resulting from the task.	Who is at risk and how might they be injured or harmed?	What are you doing at the moment to control the risk?	With the control measures you have in place at the moment, do you believe:	What are you going to do to control the risk further if existing controls are not adequate?	Who is going to lead this change?	By when will this change be in place?

Repetitive, frequent & strenuous movements with little rest / recovery	Warehouse Packers – sustaining various musculoskeletal disorders	Provided general information on manual handling.	the risk is unacceptable	<p>Provide appropriate, refresher manual handling information, instruction and training.</p> <p>Remind employees to move feet to avoid twisting.</p> <p>Review the design of the packing station and cage trolleys used to reduce stooping, bending and large vertical distances.</p> <p>Consider enlarging job to provide variety and recovery time.</p>	Warehouse Supervisor	15-01-18
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### Type of load

<b>Heavy</b>	X
<b>Bulky</b>	X
<b>Hot</b>	
<b>Cold</b>	
<b>Contents could move</b>	X
<b>Difficult to grasp</b>	X
<b>Unstable or unpredictable (people / animals)</b>	
<b>Heavy at one end</b>	X
<b>Rough surfaces</b>	

Shifting contents	X
Difficult to see over	X
Open container	
Contains hazardous substances	X
Other	

### Load hazards and controls

For each of the risk factors you selected, describe the hazard resulting from the task.	Who is at risk and how might they be injured or harmed?	What are you doing at the moment to control the risk?	With the control measures you have in place at the moment, do you believe:	What are you going to do to control the risk further if existing controls are not adequate?	Who is going to lead this change?	By when will this change be in place?
Loads are heavy and bulky	Warehouse Packers – sustaining various musculoskeletal disorders		the risk is unacceptable	Provide smaller boxes to reduce weight when packed.	Warehouse manager	01-03-18

## Environment

<b>Hot or humid</b>	
<b>Cold</b>	
<b>Windy</b>	
<b>Poor lighting</b>	
<b>Steps</b>	
<b>Storage conditions</b>	
<b>Varying floor levels</b>	
<b>Floor in poor condition</b>	
<b>Cramped</b>	
<b>Slippery floor</b>	
<b>Obstructions</b>	
<b>Unable to adopt good posture</b>	
<b>Other</b>	

## Environment hazards and controls

<b>For each of the risk factors you selected, describe the hazard resulting from the task.</b>	<b>Who is at risk and how might they be injured or harmed?</b>	<b>What are you doing at the moment to control the risk?</b>	<b>With the control measures you have in place at the moment, do you believe:</b>	<b>What are you going to do to control the risk further if existing controls are not adequate?</b>	<b>Who is going to lead this change?</b>	<b>By when will this change be in place?</b>
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## Capability

Requires unusual strength	
Have a health problem	X
Pregnant	
Young person	
Needs special information or training	
Has medical condition	
Using personal protective clothing (PPE)	X
Wearing restrictive clothing	
Other	

## Capability hazards and controls

For each of the risk factors you selected, describe the hazard resulting from the task.	Who is at risk and how might they be injured or harmed?	What are you doing at the moment to control the risk?	With the control measures you have in place at the moment, do you believe:	What are you going to do to control the risk further if existing controls are not adequate?	Who is going to lead this change?	By when will this change be in place?
Existing injury	Warehouse Packer exacerbating their back injury by resuming manual handling duties too soon.	Instructed employee to carry out no manual handling duties for the first three days following their return to work.	the risk is unacceptable	Prepare and agree a return to work plan specific to the individual that sets a goal for them to resume their full, normal duties within a realistic timescale.	Warehouse Manager	15-12-17

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				<p>Provide working arrangements that allows the employee to build up gradually to their full, normal work duties.</p> <p>Look at modifying the individual's job, work system or packing station to prevent recurring injuries.</p> <p>Provide appropriate, refresher manual handling training, information and instruction.</p>		
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