

# TOOL BOX TALK





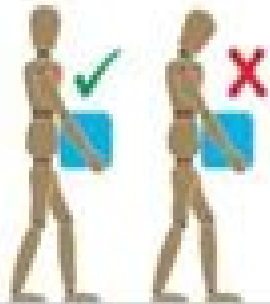
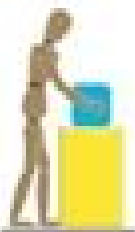


## GOOD HANDLING TECHNIQUE

### 'GETTING GRIPS WITH MANUAL HANDLING'

What's the problem?

More than a third of all over three-day injuries reported each year to HSE and local authorities are caused by manual handling - the transporting or supporting of loads by hand or by bodily force.

<b>1</b> <b>Think before lifting/handling</b> Plan the lift. Can handling aids be used? Where is the load going to be placed? Will help be needed with the load? Remove obstructions such as discarded wrapping materials. For a long lift, consider resting the load midway on a table or bench to change grip.		<b>5</b> <b>Don't flex the back any further while lifting</b> This can happen if the legs begin to straighten before starting to raise the load. 
<b>2</b> <b>Keep the load close to the waist</b> Keep the load as close to the body for as long as possible while lifting. Keep the heaviest side of the load next to the body. If a close approach to the load is not possible, try to slide it towards the body before attempting to lift it.		<b>6</b> <b>Avoid twisting the back or leaning sideways</b> Especially while the back is bent. Shoulders should be kept level and facing the same direction as the hips. Turning by moving the feet is better than twisting and lifting at the same time.
<b>3</b> <b>Adopt a stable position</b> The feet should be apart with one leg slightly forward to maintain balance (alongside the load, if it is on the ground). You should be prepared to move your feet during the lift to maintain your stability. Avoid tight clothing or unsuitable footwear, which may make this difficult.		<b>7</b> <b>Keep the head up when handling</b> Look ahead, not down at the load, once it has been held securely. Move smoothly. The load should not be jerked or snatched as this can make it harder to keep control and can increase the risk of injury. Don't lift or handle more than can be easily managed. There is a difference between what you can lift and what you can safely lift. If in doubt, seek advice or help.
<b>4</b> <b>Get a good hold</b> Where possible the load should be hugged as close as possible to the body. This may be better than gripping it tightly with hands only. Start in a good position At the start of the lift, slight bending of the back, hips and knees is preferable to fully flexing the back (crouching) or fully flexing the hips and knees (squatting).		<b>8</b> <b>Put down, then adjust</b> If precise positioning of the load is necessary, put it down first, then slide it into the desired position. 

# Toolbox Talk Manual Handling

**Brian Cooke, Peter Williams**



## **Toolbox Talk Manual Handling:**

The ECI Guide to Managing Health in Construction, 1999 Who should read this manual Health hazards during construction activities or processes Occupational health problems in construction workers Control measures and influencing factors for effective occupational health management EU health legislation and health agencies **Basic Offshore Safety** Abdul Khalique, 2015-10-05 Comprehensive insight into the offshore oil and gas industry for those intending to choose it as a career Full syllabus coverage for OPITO BOSIET FOET MIST and IMIST courses Produced in full colour with over 180 images Basic Offshore Safety covers everything that newcomers to the offshore oil and gas industry need to know prior to travelling offshore or when attending OPITO's Basic Offshore Safety Induction and Emergency Training BOSIET Minimum Industry Safety Training MIST Further Offshore Emergency Training FOET and International MIST courses Primarily focused on the oil industry this book introduces readers to the key safety topics in the offshore support vessel industry and common to the renewable industry Written in easy to follow steps and including references to both the legislation and guidance where relevant Abdul Khalique walks the reader through the hazards they are likely to encounter when travelling to from or working offshore showing how to minimise risks and deal with any issues that may arise at any stage of the work

**Foundations of Safety Science** Sidney Dekker, 2019-04-09 How are today's hearts and minds programs linked to a late 19th century definition of human factors as people's moral and mental deficits What do Heinrich's unsafe acts from the 1930s have in common with the Swiss cheese model of the early 1990s Why was the reinvention of human factors in the 1940s such an important event in the development of safety thinking What makes many of our current systems so complex and impervious to Tayloristic safety interventions Foundations of Safety Science covers the origins of major schools of safety thinking and traces the heritage and interlinkages of the ideas that make up safety science today Features Offers a comprehensive overview of the theoretical foundations of safety science Provides balanced treatment of approaches since the early 20th century showing interlinkages and cross connections Includes an overview and key points at the beginning of each chapter and study questions at the end to support teaching use Uses an accessible style using technical language where necessary Concentrates on the philosophical and historical traditions and assumptions that underlie all safety approaches

Work Life 2000 Yearbook 3 Richard Ennals, 2001-01-26 New technologies and the growing flow of information create new conditions for individuals who use these technologies in the work place The existence and application of modern IT systems can result in new forms of work tasks that have actually emerged as a result of modern computer and other systems This third Work Life 2000 Yearbook is pan European in nature and provides the researcher with valuable source material relating to the EU's response to the changing working environment **Bulletin - Holmes Safety Association** Holmes Safety Association, 1987 **Site Management of Building Services Contractors** Jim Wild, 2002-09-11 Managing building services contractors can prove to be a minefield The most successful jobs will always be those where building site managers

have first built teams focused on tackling issues that might cause adversarial attitudes later on and jeopardize the project. The author shows how a simple common management approach can improve site managers' competency in overseeing building services contractors, sub-traders and specialists and maximize the effectiveness of time spent on building services.

Construction Planning, Programming and Control Brian Cooke, Peter Williams, 2025-01-13. An essential introduction to the management of building projects. Construction management is a complex discipline with many facets. The essence of construction management is the delivery of construction projects to meet the client's goals whilst recognising the commercial interests of the many designers, consultants and contractors involved. Balancing the expected quality outcomes, the highest safety standards and time and budget pressures is not an easy task. Therefore, students and practitioners looking to understand the core principles of construction management need an authoritative, accessible and comprehensive text on the subject. Since its first edition in 1998, Construction Planning, Programming and Control has met this need with its practical approach to the management of construction projects. The book covers the principles and practice of project time and cost control and includes key related topics and more. It places the subject matter in the context of the challenges facing the construction industry and explains complex issues in a practical and understandable way. Readers of the fourth edition of Construction Planning, Programming and Control will also find detailed coverage of Procurement and contracts, supply chain and risk management and health and safety management including CDM 2015, JCT 2016, NEC4, ICC and FIDIC conditions of contract, Method statements and the development of safe systems of work. Three new major case studies including an in-depth look at HS2. Fully updated content to reflect new thinking with regard to modern methods of construction, MMC, building information modelling (BIM) and the latest planning and cost management software. Construction Planning, Programming and Control is an invaluable reference for students of construction management, surveying, civil engineering and more.

**Bulletin**, 1987. Navigating ISO 45001 Stephen Asbury, 2024-09-27. There has been a 2 500 year evolution in structured means of control and management systems. Occupational health and safety management systems are an essential tool for initiating and driving cultural change and for establishing a framework for continual improvement in safety performance. Navigating ISO 45001 charts this evolution up to the launch of the world's first occupational health and safety management system, OHSMS standard ISO 45001:2018 and then forecasts its future for the next ten years. This book delivers approaches and techniques that include the Navigating 45001 Three Step Model, sixteen OHSMS implementation Toolkits and 24 case studies presented as practical examples to facilitate your organization's success in this critical business area. Acting as the essential companion to Health and Safety Environment and Quality Audits: A Risk based Approach (Asbury 2023) which is now in its fourth edition and has sold thousands of copies, this new book presents OHSMS from the organization's side. Written with the safety manager in mind, it will become the go-to title for those who aspire to drive a prosperous and thriving organization based on world-class OHS management and performance. Navigating ISO 45001 is an

essential reading for senior managers and safety managers in any safety critical role or profession Downloadable and copyright free documents videos and useful URL links are provided on the book s companion website **My Revision**

**Notes: Building Services Engineering T Level** Mike Jones,Stephen Jones,Tom Leahy,2023-09-29 Unlock your full potential with this revision guide that will guide you through the knowledge and skills you need to succeed in the Building Services Engineering T Level core exams Plan your own revision and focus on the areas you need to revise with key content summaries and revision activities for every topic Understand key terms you will need for the exam with user friendly definitions and a glossary Breakdown and apply scientific and mathematic principles with clear worked examples Use the exam tips to clarify key points and avoid making typical mistakes Test yourself with end of topic questions and answers and tick off each topic as you complete it Get ready for the exam with tips on approaching the paper and sample exam questions

*My Revision Notes: Onsite Construction T Level* Stephen Jones, Mike Jones, Tom Leahy, 2023-11-24 Unlock your full potential with this revision guide that will guide you through the knowledge and skills you need to succeed in the Onsite Construction T Level core exams Plan your own revision and focus on the areas you need to revise with key content summaries and revision activities for every topic Understand key terms you will need for the exam with user friendly definitions and a glossary Breakdown and apply scientific and mathematic principles with clear worked examples Use the exam tips to clarify key points and avoid making typical mistakes Test yourself with end of topic questions and answers and tick off each topic as you complete it Get ready for the exam with tips on approaching the paper and sample exam questions

**Construction Pathways** Shayne Fagan, 2021-11-30 Construction Pathways is a comprehensive competency based text fulfilling the requirements of the latest Certificate II in Construction Pathways CPC20220 qualification with extensive practice activities exercises and illustrations images The text offers students comprehensive coverage of all the core competencies required along with the main high volume trade electives such as Carpentry Bricklaying and Wall and Floor Tiling all in one book Instructor resources pack includes solutions manual mapping grids and downloadable worksheets Premium resources like PowerPoints and test banks provide additional teaching support saving time and adding more depth to classes

**Safety Professional's Reference and Study Guide** W. David Yates, 2010-12-09 While journals provide up to the minute information and textbooks prepare you for certification maintaining a library suitable for a comprehensive practice can become quite costly A collection of information drawn from textbooks journals and the author s 25 years of experience Safety Professional s Reference and Study Guide provides as the ti Leading Beyond Lean Petter Østbø, Robin Cattermole, Mark Wetherill, 2016-09-13 Three practicing managers with years of experience improving production facilities around the world explain why lean methodology on its own often fails to deliver productivity gains and how a holistic package incorporating safety employee development business planning capital spending performance management quality and lean work can together to deliver results Improving productivity is the holy grail of every site manager But while three decades of

initiatives from Kaizen through TQM to Lean Six Sigma have all had an impact the fact remains that a few companies outperform the others This is often because individual change initiatives address only one aspect of a much more complex problem What is needed is a holistic productivity system that addresses every aspect of production To implement a productivity system in practice you need more than TQM more that Lean Based on their experience managing and improving production facilities around the world the authors show how there are seven key elements that combine to create a sustainable productivity system Leading Beyond Lean explains how these seven elements work together and how you can set up your own bespoke productivity system like they did As practising managers stb Wetherill and Cattermole have used these techniques and procedures to deliver improvements in both in safety and productivity Helping their sites to become more economically viable evolving from problem sites with uncertain futures into vibrant sites that attract reinvestment and growth They become cleaner safer and better organised and therefore more attractive places to work in This book will help any company any site manager and any production director understand what is needed to set up a lasting productivity system not in theory but in practice and to deliver outstanding results     **Engleza esențială în doar 7 capitole** Danut

Avram,2021-11-18 n această carte vei nv a limba englez ntr un mod revolu ionar simplu i eficient av nd doar informa iile de care ai nevoie Vei g si r spunsul la toate ntreb rile tale care au leg tur cu nv area n elegerea i recapitularea limbii engleze Pentru o nv are sau recapitulare c t mai eficient am conceput cele mai simple i inovative metode de re inere a regulilor de baza din limba englez Tot ce trebuie s faci este s i acorzi timp astfel nc t s po i dob ndi c t mai rapid cele mai utile informa ii din limba englez Acest curs con ine 7 capitole esen iale care la r ndul lor con in defini ii i explica ii pe n elesul fiec ruia f r termeni gramaticali complica i sau reguli imposibil de memorat Cursul se bazeaz pe g ndirea unui adult care are nevoie de o eficien sporit n nv area unei limbi str ine Fiecare dintre cele 7 capitole con ine la finalul acestora c te un set de exerci ii interactive care te vor ajuta s pui n aplicare cele nv ate i n elese pe parcursul acestor lec ii Ceea ce i propun n acest curs nu sunt acelea i informa ii pe care le ai putea g si n oricare alt curs mai atractiv la o prim vedere Dimpotriv Mi am propus s realizez acest curs dup propria experien de via departe de cas ntr o ar str in a c rui limb nu mi o mai aduceam aminte de la orele de englez de la coal A a c aici po i g si exact explica iile pe care i le dore ti s le auzi astfel nc t s po i i tu c p ta fluen a i ncrederea necesar n limba englez ns pentru a putea c p ta fluen a necesar n limba englez cel mai important i valoros exerci iu este repetarea continu Ceea ce i eu am experimentat pe propria piele i a func ionat extrem de bine i cum     *Management of Hazardous Energy* Thomas Neil McManus,2012-08-08 Hazardous energy present in systems machines and equipment has injured maimed and killed many workers One serious injury can stop the growth of your business in its tracks Management of Hazardous Energy Deactivation De Energization Isolation and Lockout provides the practical tools needed to assess hazardous energy in equipment machines and systems and covers how to manage hazardous energy through elimination or control in order to ensure worker safety and regulatory compliance Written in plain English with a minimum of jargon this

book provides safety professionals with the knowledge they need to interact with specialists designers and engineers to ensure that appropriate and necessary protocols and safety practices and tools are put into place for assessing the dangers and steps taken to eliminate or control exposure to hazardous energy when needed Approaching the subject from the bottom up the author starts at the workplace level to ensure that the right actions happen for the right reasons The book explains a protocol for describing the flow of energy including transformation and or storage for capturing the logic of decisions about control including failure analysis and contingency planning and ultimately for creating procedures that are technically sound and defensible Creating simple procedures for ensuring worker safety and regulatory compliance the book offers US and international strategies for hazardous energy management and contains examples to illustrate the application of concepts to specific areas

CIB W99“Energy Safe Work Practices” Rafiq M. Choudhry, Jimmie W. Hinze, 2006 CIB W99 75 Workplace Report, 2006 United States Army Aviation Digest, 1971 Well Testing Project Management Paul J.

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