



MANUAL HANDLING POLICY

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Manual Handling is currently a major cause of workplace injury. Port Lincoln Children's Centre is working toward an incident free workplace, and hence needs to introduce strategies to reduce the risk of injury to employees and contractors in order to meet moral and legislative requirements.

Our aim is to prevent injuries from manual handling tasks by ensuring that manual handling hazards are systematically identified, assessed and controlled. To ensure that work practices involving manual handling are designed to be, so far as practicable, safe and without risk to health.

We will do this by ensuring all legislative requirements are complied with in all cases where materials are handled manually. By assessing all manual handling tasks and including them in the Hazard Management Program to determine appropriate control measures.

We will endeavor to minimize or eliminate any unnecessary manual handling activities. Appropriate aids and equipment will be provided to assist with manual handling tasks as identified through hazard management principles. External expertise in manual handling will be utilized as deemed necessary. Assessment and control of manual handling risks will be monitored on an ongoing basis.

We expect all staff to report any manual handling hazard for immediate attention.

Signed by Joanne Smith : Director

Date: 01-02-2017

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