

# Manual handling principles

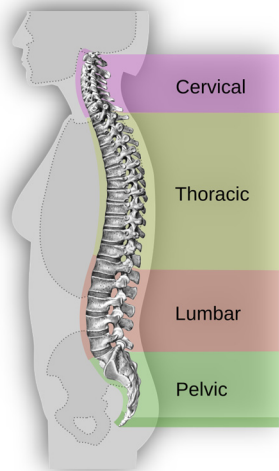
WHS-PRO-GUI-007i



## Optimising your manual handling and body position:

Positioning your body in the safest and strongest position is an important factor for injury prevention. Follow these suggestions wherever possible and consider additional risk management strategies below.

- ☑ Move your feet to optimise your body position
- ☑ Move your feet to avoid twisting
- ☑ Adopt a balanced and stable position



- ☑ Keep your spinal curvature optimised to minimise the compressive forces on the spine.
- ☑ Hold the item close to your body. Objects will seem heavier when held further away from the body.



- ☑ Keep your elbows in close to your sides, this stabilises your shoulder joint and reduces strain on muscles.



## Risk Management

Safe manual handling is more than having a good lifting technique, it also involves forward planning, assessing, and controlling the risk. If you do not feel safe undertaking a manual task, stop and speak to your Supervisor about the risk. A [manual task risk assessment](#) should be completed if you believe the task may be hazardous. Possible options to reduce risk include:



- ☑ Use mechanical lifting aids and trolleys
- ☑ Break down larger items into smaller items that are easier to manage
- ☑ Rotate tasks to avoid fatigue and repetition.



Further reading:

[WHS-PRO-002 WHS Risk Management Procedure](#) and accompanying [Manual Task Risk Assessment template](#)  
[Hazardous Manual Tasks Code of Practice 2021, WorkSafe QLD](#)

*Electronic copies of this guideline are current. All other copies are uncontrolled and currency can only be assured at the time of printing .*