

**Patchway Town Council**  
**Manual Handling Operations Policy**



Manual handling includes transporting a load, supporting a load in a static posture, intentionally dropping a load or throwing a load through the use of direct human effort or indirectly through a lever, rope etc. It also includes those tasks where mechanical assistance is used, e.g. a power hoist, but human effort is still required to move, steady or position the load

Patchway Town Council will ensure that the potential for harm to staff and hirers as a result of undertaking manual handling operations is either prevented, or where that is not reasonably practicable, is adequately controlled

All staff will be provided with information, instruction and training in manual handling

All significant manual handling risks will be assessed, monitored and reviewed in accordance with:

The Health & Safety @ Work Act 1974

The Management of Health & Safety @ Work Regulations 1992

The Manual Handling Operations Regulations 1992, amended 2002

The Lifting Operations & Lifting Equipment Regulations 1998 (LOLER)

Patchway Town Council will ensure that staff undertaking manual handling activities are involved in this risk assessment process