

## Worksheet 1-020: Lifting and handling (alone)

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**NB:** Students must not attempt this exercise before the correct use of all tools and materials has been demonstrated.

### Technical data

- You are to make sure that you use only the approved lifting techniques.
- Never attempt to lift an object on your own if you suspect you will struggle and certainly nothing heavier than 20kg.

### Procedure

1. Enter the start time on the assessment sheet.
2. You are required to safely lift and move an object designated by the assessor.
3. When told to do so by the assessor, this object is firstly to be manually lifted from the floor, transported and placed on to a workbench.
4. Stand back so that the assessor can check that the object has been correctly set down.
5. When told to do so by the assessor, this object is then to be manually lifted from the workbench, transported and placed back on to the floor.
6. Stand back so that the assessor can check that the object has been correctly set down.
7. Enter the finish time on the assessment sheet.

		YES	NO
1.	Assessed the route to be taken to ensure no obstacles or hazards	<input type="checkbox"/>	<input type="checkbox"/>
2.	Assessed the set down for obstacles or hazards	<input type="checkbox"/>	<input type="checkbox"/>
3.	Took a firm grip with palms and fingers, using both hands	<input type="checkbox"/>	<input type="checkbox"/>
4.	Feet positioned correctly (approx. width of hips, one foot slightly in front)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Knees bent to commence lift	<input type="checkbox"/>	<input type="checkbox"/>
6.	Back straight, chin in	<input type="checkbox"/>	<input type="checkbox"/>
7.	Arms tight into body	<input type="checkbox"/>	<input type="checkbox"/>
8.	Carried object safely to bench (ie with face of object close to body)	<input type="checkbox"/>	<input type="checkbox"/>
9.	Rested the object carefully and safely on the workbench	<input type="checkbox"/>	<input type="checkbox"/>
10.	Took a firm grip and lifted correctly	<input type="checkbox"/>	<input type="checkbox"/>
11.	Carried object safely and lowered correctly	<input type="checkbox"/>	<input type="checkbox"/>
12.	Knees bent, back straight	<input type="checkbox"/>	<input type="checkbox"/>
13.	Rested the object carefully and safely on the floor	<input type="checkbox"/>	<input type="checkbox"/>

Assessed by: .....

Start Date & Time: ..... Finish Date & Time: .....

Target Time: 10 minutes Time Taken: .....

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