

# MANUAL HANDLING POLICY

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## QHSE POLICY

Viking Industrial

Approval and revision status

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*Areas affected by recent revision are recorded in the above table*

Manual tasks are those workplace activities requiring the use of force exerted by a person to lift, lower, push, pull, carry or otherwise move, hold or restrain a person or object. Viking Industrial is committed to ZERO HARM eliminating or minimising all risks that may contribute to work related manual handling injuries.

To achieve this obligation Viking Industrial will ensure:

- The working environment is designed to be consistent with safe manual handling practices.
- All work practices involving manual handling are designed to be safe and without risk to health and safety. Procedures will be reviewed and amended as required to achieve Zero harm.
- All work is carried out in a manner consistent with safe manual handling procedures and safe working procedures.
- Plant and equipment are designed and constructed to be safe and without risk to health and safety. All equipment will be maintained regularly to ensure its safe operation.
- All employees are consulted on all manual handling issues regularly. Discussions and meetings will keep staff informed and updated with changes to best practice.
- All manual handling activities, which are likely to be a risk to health and safety, are identified and assessed, and controls introduced to eliminate/minimise the risk of manual handling injuries.
- Appropriate training and information will be distributed to all employees when they are being introduced into jobs for which there are manual handling risks, when a new manual task is introduced or when a task has been redesigned, and when new equipment, tools, or furniture has been introduced.
- Records of manual handling risk identification, assessment and control are maintained.



Anthony Jensen  
Chief Executive Officer

<b>Viking Integrated Management System:</b>	<b>DOC_V_POL_022_REV0 - MANUAL HANDLING POLICY</b>		
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