

Hazardous Manual Task Identification Assessment

A job is made up of many different tasks. These tasks can put employees at risk of sprain and strain injury. The following instructions will guide you in identifying what tasks pose risk to employees.

Location: _____ **Date:** _____

Job being observed: _____

Person completing this assessment: _____

Employee's participating in assessment: _____

- 1) Observe the task being performed for 5 minutes. Talk to the employees completing the job to ensure you cover all aspects of the task.
- 2) Place a tick in the boxes that apply to that particular tasks.
- 3) Tasks that have multiple elements of hazardous manual handling need to be assessed more in-depth as a priority, as they pose the greatest risk of injury.

Task Observed	High or sudden force	Repetitive or sustained force	Repetitive movement	Sustained or awkward postures	Exposure to vibration
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References

Hazardous Manual Tasks Code of Practice, Safe Work Australia,
 Code of Practice Hazardous Manual Tasks; SafeWork SA
 Department of Mines & Petroleum W.A; Implementing an effective program to manage the risks associated with manual tasks