



# Manual Handling

## LEVEL 3 AWARD IN MANUAL HANDLING RISK ASSESSMENT (RQF)

The law states that employers have a legal responsibility to provide adequate training for those who perform manual handling tasks in their day-to-day role. This training intervention is a regulated and nationally recognised qualification designed for those who work, or intend to work, in a role that involves manual handling. It is the perfect course for those working in environments such as:

- Engineering.
- Retail.
- Manufacturing.
- Warehouses and Shops.
- The office environment..

Delegates will learn the key principles of manual handling and how to apply these to their workplace. They will also practice a wide range of techniques, ensuring that they leave the course confident and proficient in moving and handling.

During a manual handling practical session delegates will learn how to master the various manual handling techniques such as:

- Preparing for a lift .
- Solo lifting, transporting and lowering an object.
- Team manual handling techniques.
- Using the various types equipment available in their workplace during manual handling of items and loads at work.

During the classroom element of the course delegates will be introduced to :

- Common manual handling injuries.
- Manual handling laws.
- Responsibilities of employers and employees.
- Risk assessments.
- Safe movement principles associated with manual handling, including the body's musculoskeletal system.
- Centre of gravity.
- Lever system.
- Types of manual handling aids and equipment.
- The maintenance and requirements for testing of equipment.

The total qualification time for this qualification is twenty (20) hours of which there are twelve (12) guided learning hours.

**Assessment methods.**

Delegates are assessed for this qualification using the following methods:

- Completion of a multiple-choice question paper. (Conducted under examination conditions).
- Through a portfolio of evidence.

**The portfolio of evidence:**

Delegates are required to complete the risk assessment of a manual handling operation. The risk assessment shall be supported with a report outlining the recommended controls arising from the findings of the risk assessment. This risk assessment is ideally undertaken in a real work environment and shall consider the potential hazards within the manual handling operation.

A report shall also be developed. This report shall outline the manual handling operation(s) assessed, the controls recommended and a justification for these.

Refresher training is recommended every 3 years

For more information contact:

Graham Howard Consulting at Email – [info@grahamhowardconsulting.co.uk](mailto:info@grahamhowardconsulting.co.uk)  
Mobile 07855 349419