



TOOL BOX TALK

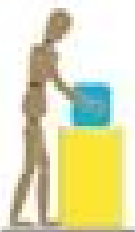


GOOD HANDLING TECHNIQUE

'GETTING GRIPS WITH MANUAL HANDLING'

What's the problem?

More than a third of all over three-day injuries reported each year to HSE and local authorities are caused by manual handling - the transporting or supporting of loads by hand or by bodily force.

1	Think before lifting/handling Plan the lift. Can handling aids be used? Where is the load going to be placed? Will help be needed with the load? Remove obstructions such as discarded wrapping materials. For a long lift, consider resting the load midway on a table or bench to change grip.		5	Don't flex the back any further while lifting This can happen if the legs begin to straighten before starting to raise the load.	
2	Keep the load close to the waist Keep the load as close to the body for as long as possible while lifting. Keep the heaviest side of the load next to the body. If a close approach to the load is not possible, try to slide it towards the body before attempting to lift it.		6	Avoid twisting the back or leaning sideways Especially while the back is bent. Shoulders should be kept level and facing the same direction as the hips. Turning by moving the feet is better than twisting and lifting at the same time.	
3	Adopt a stable position The feet should be apart with one leg slightly forward to maintain balance (alongside the load, if it is on the ground). You should be prepared to move your feet during the lift to maintain your stability. Avoid tight clothing or unsuitable footwear, which may make this difficult.		7	Keep the head up when handling Look ahead, not down at the load, once it has been held securely. Move smoothly. The load should not be jerked or snatched as this can make it harder to keep control and can increase the risk of injury. Don't lift or handle more than can be easily managed. There is a difference between what you can lift and what you can safely lift. If in doubt, seek advice or help.	
4	Get a good hold Where possible the load should be hugged as close as possible to the body. This may be better than gripping it tightly with hands only. Start in a good position At the start of the lift, slight bending of the back, hips and knees is preferable to fully flexing the back (crouching) or fully flexing the hips and knees (squatting).		8	Put down, then adjust If precise positioning of the load is necessary, put it down first, then slide it into the desired position.	

Toolbox Talk Manual Handling

Ying Liu

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the name bar.

Toolbox Talk Manual Handling:

Toolbox Talk Manual Handling: Bestsellers in 2023 The year 2023 has witnessed a noteworthy surge in literary brilliance, with numerous compelling novels captivating the hearts of readers worldwide. Lets delve into the realm of top-selling books, exploring the fascinating narratives that have captivated audiences this year. The Must-Read : Colleen Hoover's "It Ends with Us" This poignant tale of love, loss, and resilience has captivated readers with its raw and emotional exploration of domestic abuse. Hoover skillfully weaves a story of hope and healing, reminding us that even in the darkest of times, the human spirit can prevail. Uncover the Best : Taylor Jenkins Reid's "The Seven Husbands of Evelyn Hugo" This spellbinding historical fiction novel unravels the life of Evelyn Hugo, a Hollywood icon who defies expectations and societal norms to pursue her dreams. Reid's captivating storytelling and compelling characters transport readers to a bygone era, immersing them in a world of glamour, ambition, and self-discovery. Discover the Magic : Delia Owens' "Where the Crawdads Sing" This evocative coming-of-age story follows Kya Clark, a young woman who grows up alone in the marshes of North Carolina. Owens spins a tale of resilience, survival, and the transformative power of nature, captivating readers with its evocative prose and mesmerizing setting. These popular novels represent just a fraction of the literary treasures that have emerged in 2023. Whether you seek tales of romance, adventure, or personal growth, the world of literature offers an abundance of compelling stories waiting to be discovered. The novel begins with Richard Papen, a bright but troubled young man, arriving at Hampden College. Richard is immediately drawn to the group of students who call themselves the Classics Club. The club is led by Henry Winter, a brilliant and charismatic young man. Henry is obsessed with Greek mythology and philosophy, and he quickly draws Richard into his world. The other members of the Classics Club are equally as fascinating. Bunny Corcoran is a wealthy and spoiled young man who is always looking for a good time. Charles Tavis is a quiet and reserved young man who is deeply in love with Henry. Camilla Macaulay is a beautiful and intelligent young woman who is drawn to the power and danger of the Classics Club. The students are all deeply in love with Morrow, and they are willing to do anything to please him. Morrow is a complex and mysterious figure, and he seems to be manipulating the students for his own purposes. As the students become more involved with Morrow, they begin to commit increasingly dangerous acts. The Secret History is an exceptional and suspenseful novel that will keep you speculating until the very end. The novel is a warning tale about the dangers of obsession and the power of evil.

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web aug 14 2023 you d write a request for a reimbursement letter or perhaps a more casual reimbursement email to your boss or finance department this process means you re asking the company to cover the costs you ve incurred be it for travel medical bills or other professional expenses

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web template 1 reimbursement letter format dear recipient name i am writing to request reimbursement for expenses incurred during event trip project the total amount of expenses incurred was insert amount and i have attached all relevant receipts and documentation to support my claim

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web jul 7 2020 please consider my request and make reimbursement of all the above mentioned expenses with my next month s pay i shall be very thankful to you for this act of kindness regards 4 request for reimbursement of air ticket to the finance manager usa airlines subject request letter for reimbursement of air ticket dear sir

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web jun 12 2023 brevity is key in the subject line of your email make sure to include the word reimbursement and a brief description of what the request is for for example reimbursement request business trip expenses greeting start your email with a formal greeting addressing the recipient by name if possible

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web sample 1 reimbursement letter for money requester s name requester s address city state zip code date financial services name of university address of university city state zip code subject reimbursement for defective pans to whom it may concern