

CHECKLIST FOR THE SELECTION OF SMALL MECHANICAL MANUAL HANDLING AIDS

Checklist <i>Including factors to consider</i>	Y/N	Action To Be Taken
Have employees been consulted during the Manual Handling Risk Assessment and when considering suitable aids?		
Has advice been sought from suppliers on the suitability of new lifting and handling aids for the intended tasks?		
Will the aid decrease the level of risk to an acceptable level?		
Will the aid introduce any new hazards?		
Will the aid significantly prolong the time taken to perform the task?		
Is the aid sufficiently reliable and robust to meet the demands of the job it is designed for and to be used?		
Will the aid function in the full range of situations / environments where it may be used?		
Will the aid affect other tasks involved in the manual handling chain?		
Is the equipment CE marked and within the safe working load for the tasks it is intended for?		
Does the aid meet good ergonomic design principles?		
Will the equipment suit the areas in which it will be used? <i>Consider:</i> <ul style="list-style-type: none"> • <i>Manoeuvrability</i> • <i>Headroom</i> • <i>Floor surface</i> 		
Is the equipment subject to a maintenance regime? <i>Consider:</i> <ul style="list-style-type: none"> • <i>How regularly?</i> • <i>Who will conduct the checks?</i> • <i>Are there cost implications for maintenance and servicing?</i> 		
Is the equipment subject to statutory inspections? <ul style="list-style-type: none"> • <i>How regularly?</i> • <i>Who will conduct the checks?</i> • <i>Are there cost implications for maintenance and servicing?</i> 		
Is additional training in the use of the aids required?		