



Risk control examples

Work area and layout

- ▶ Increase the space to do the task e.g. to reduce poor actions and postures such as twisting, reaching and stooping.
- ▶ Change where items are put in the work area e.g. to minimise the amount of effort needed to do the task.
- ▶ Change the layout to improve workflow.

Nature of items, equipment and tools used

- ▶ Alter the design or substitute the items, equipment and tools for those that allow the manual task to be performed safely and comfortably and are suited to the environment.

Advantages of job redesigning

- Enhances the quality of work life.
- Increases organisational productivity.
- Creates right person-job fit.
- Brings sense of belongingness in employees.

Nature of load

- Use a mechanical aid, handling device, or wheeled equipment.
- Divide the load into smaller weights.
- Change the size or shape of the load.
- Apply handles to the load.
- Make the load more stable.
- Place labels on the load.



Working environment

- Provide adequate space for handling objects.
- Reduce the effects of adverse climatic conditions.
- Improve lighting.
- Improve floor surfaces.
- Reduce noise and other distractions.
- Provide adequate ventilation.

Systems of work, work organisation and work practices

- Rotation of workers through other tasks.
- Change how long an activity is carried out [duration].
- Change how often and quickly the activity is performed [frequency].
- Change how the activity is done.