

Portchester Sailing Club

SUPPLEMENT TO HEALTH & SAFETY POLICY

MANUAL HANDLING INSTRUCTIONS

LIFTING AND MOVING GOODS/ CHANGING BARRELS

When lifting manually, stand with your feet apart, but no wider than the hips.

Hold the object with the palm of the hands, bend your knees, keep the chin well in and lift, using the leg (not the back) muscles. Keep your arms close to your sides and use the body as a counter-weight – correct handling eases effort.

When moving anything out of normal reach, make sure that what you stand on is firm and not likely to wobble or slip.

Do not lift anything that you feel uncomfortable with either from its weight or size.

Do not lift kegs of beer that are double stacked without assistance. A keg of beer weighs approximately 55 kgs

Your attention is drawn to the instructions on changing gas cylinders and beer barrels which are provided by the beer supplier and displayed in the secure bar store adjacent to the gas bottle storage.

Signed

Honorary Secretary