

**Specification of Competency Standards for the Logistics Industry**  
**Unit of Competency**

1. Title	Implement safety procedures for manual handling operation
2. Code	LOCUSH201A
3. Range	This unit of competency is applicable to operating staff in all kinds of logistics companies. Practitioners should be capable to evaluate and carry out correctly manual handling operation, such as applying the correct way of manual lifting and handling, in logistics workplaces so as to avoid bodily injuries.
4. Level	2
5. Credit	3 ( for reference only )
6. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>6.1 Knowledge of manual handling operation</p> <ul style="list-style-type: none"> <li>◆ Know about manual handling operation and understand the correct postures and way of manual lifting and handling</li> <li>◆ Understand the guidelines for manual handling operation</li> <li>◆ Understand the relationship between manual operation and suitable rest</li> <li>◆ Understand the effects of incorrect lifting and handling <ul style="list-style-type: none"> <li>• The effects on the waist, the back and the body</li> <li>• Causes of manual lifting injuries</li> <li>• Basic knowledge of waist and back care</li> </ul> </li> <li>◆ Understand the use of machinery or tools to help in the manual operation, such as handling and lifting cargoes</li> <li>◆ Understand the way and focus of evaluating manual handling operation</li> </ul>

	<p>6.2 Application of safe manual handling operation</p> <ul style="list-style-type: none"> <li>◆ Analyze the postures and actions of manual handling operation, such as the strength and repetitiveness</li> <li>◆ When lifting heavy objects: <ul style="list-style-type: none"> <li>• Check the type, size and weight of the cargo</li> <li>• Check the external condition of the cargo to see if it is fit for manual handling</li> <li>• Apply the correct way of manual lifting and handling</li> </ul> </li> <li>◆ Master the auxiliary tools or protective gear needed</li> <li>◆ Evaluate whether the personal body conditions, attire and working environment are suitable for manual handling operation</li> <li>◆ Evaluate whether the physique is suitable for manual handling operation</li> <li>◆ Be familiar with the possible risks existing in manual handling operation</li> <li>◆ Use suitable protective equipment</li> </ul>
<p>7. Assessment Criteria</p>	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Capable to understand the importance of applying manual handling method, inspect cargoes correctly and select suitable tools and equipment; and</p> <p>(ii) Capable to apply the correct way of evaluating manual handling operation and operational risks so as to avoid bodily injuries.</p>
<p>8. Remarks</p>	