



Australian Government

FBPOPR2074 Carry out manual handling tasks

Release: 1

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Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 6.0.

Application

This unit of competency describes the skills and knowledge required to identify manual handling requirements of a work function, use manual handling aids to lift or move items, and identify and assess manual handling risks.

This unit applies to individuals who work under supervision in most situations and exercise limited autonomy.

All work must be carried out to comply with workplace procedures according to state/territory health and safety, environmental regulations, legislation and standards that apply to the workplace.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Operational (OPR)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Participate in processes to identify and assess manual handling	1.1 Identify the manual handling components of a work task 1.2 Identify manual handling risks to self and others within level of responsibility, and inform supervisor
2. Contribute to manual	2.1 Determine approximate weight of item to be handled

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
handling risk minimisation	2.2 Identify whether manual handling equipment is required and, if so, select appropriate equipment 2.3 Check that manual handling equipment is available and ready for use 2.4 Ensure that personal protective equipment (PPE), including clothing and footwear, is fit for use 2.5 Follow safe work procedures
3. Plan and conduct manual handling	3.1 Identify hazards involved with manual handling task 3.2 Use appropriate PPE and clothing, and ensure correct fit 3.3 Modify workplace layout and environment within area of control to minimise manual handling risk 3.4 Modify work tasks within area of control to minimise the risk of injury 3.5 Use manual handling aids according to workplace procedures 3.6 Use movement and postures to minimise the risk of injury within the limits of the work environment and the demands of the task

Foundation Skills

Skill	Description
Numeracy	Estimate weights of items to be handled to assist with determining safe lifting/handling methods

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPOPR2074 Carry out manual handling tasks	FBPOPR1010 Carry out manual handling tasks	Unit recoded to reflect complexity of work task Foundation Skills refined Performance Evidence	Equivalent

Code and title current version	Code and title previous version	Comments	Equivalence status
		clarified Minor changes to Knowledge Evidence and Assessment Conditions	

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>

Assessment Requirements for FBPOPR2074 Carry out manual handling tasks

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has safely and effectively carried out a minimum of three different manual handling tasks, including:

- identifying the risks (to self and others) associated with each manual handling task
- eliminating risks, including through movement, posture and effectively using equipment provided
- modifying work to eliminate or minimise risk
- applying safe work procedures.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- different types of manual handling activities, including lifting, reaching, pushing, pulling, holding, restraining, throwing and carrying
- types of injuries that can result from manual handling
- aspects of manual handling that may be risks (hazard identification), including:
 - repetitive or sustained application of force
 - repetitive or sustained awkward posture
 - repetitive or sustained movement
 - application of high force
- manual handling of unstable or unbalanced loads, such as liquids or animals
- workplace procedures and responsibilities for identifying and reporting manual handling hazards
- factors to be considered when assessing manual handling risks relevant to work role (referring to workplace risk assessment sheets and code of practice advice where available), including:

- postures
- movements
- force required
- duration and frequency of manual handling activity
- environmental conditions, such as hot and cold work environments
- procedures and responsibilities for conducting risk assessments of manual handling tasks
- typical options for eliminating or controlling manual handling risks associated with work functions, including principles of hierarchy of control and the advantages and disadvantages of different options
- types of equipment and/or techniques used to eliminate or reduce manual handling risks in the workplace, including when and how to use each type of technique/equipment relevant to manual handling tasks in work role
- level of authority to address health and safety issues related to manual handling and related workplace arrangements for managing safety issues
- sources of advice on manual handling relevant to work function
- equipment available to assist manual handling, related inspections required to identify faulty equipment, and related reporting procedures
- personal protective equipment (PPE) checks, including checking:
 - correct fit
 - appropriate for task
 - undamaged
- movement and postures that increase the risk of injury, and movements and postures to minimise the force in the body as applied to specific tasks in the workplace.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - a workplace or an environment that accurately represents a real workplace
- resources, equipment and materials:
 - personal protective clothing and equipment
 - work procedures, including advice on manual handling requirements and safe work practices
 - manual handling equipment

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

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