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Goldwind International Document

Manual Handling Policy



RECORD OF CHANGES

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1.0	2016-09-21	First release	J Simmonds	DongYinming	Pan Yantian

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1 Scope and coverage

The purpose of this document is to set the mandatory standards to ensure that all Goldwind workers are aware of hazards that are associated with Goldwind's operations that require manual handling activities, and ensures that workers are informed of the hazards and the techniques to be adopted to reduce the risk associated with manual handling operations.

This Policy applies to all Goldwind workers and Subsidiary workers and contractors operating under Goldwind Integrated Management System.

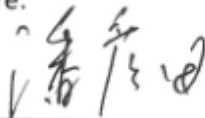
2 Policy statement

Mandatory policy requirements are:

- Department Managers shall ensure processes are in place to protect the health, safety of workers who carry out operations which involve the lifting of loads and/or operations whereby the loads are lifted at height or the lifter has to turn their body whilst lifting
- A process describing the how to identify manual handling tasks and to conduct manual handling risk assessment shall be in place and workers trained in its application
- Manual handling risk assessment shall be performed and the results recorded and communicated to workers who will perform those tasks and operations
- Workers with back or limb problems, pregnant women or workers with medical restrictions shall not undertake lifting of heavy or bulky items
- Workers shall be provided with specific training in the correct techniques and or equipment to be adopted to minimise the potential for an injury during a manual handling tasks and operations
- Department Managers shall track injuries relating to manual handling operations and ensure that any trends identified are investigated and remediated and the results reported in the quarterly QHSE reports

Note: Read this policy in conjunction with (GWI – Manual Handling Guideline).

Signature:



Pan Yantian
Goldwind International General Manager

Effective Date: 2016.9.21