

TEMPLATE

Type of work, work equipment, workplace	Risk factors/ shortcomings/ loads (factor)	Factor related explanations and references	Regulations and working instructions	Measures: Technical, Organizational, Personal	Implementation (who) (when)
	Hard dynamic work	<ul style="list-style-type: none"> - Is loading and unloading of heavy objects including passenger luggage the driver's job task? - Are heavy objects lifted and carried? - Are pallets often handled with manual lift? - Is cargo handled within big height difference? - Are heavy objects often handled manually? 	<p>Regulations on Employee Supply with Personal Protective Equipment.</p> <p>Regulations for Using Safety and Health Labels in Workplaces.</p>	<ul style="list-style-type: none"> - Use mechanical lifting and handling equipment (e.g. lifting tables); - Delegate loading jobs to adequately trained support staff (not the driver); - Ensure that the object is possible to grip and to carry close to the body; - Provide for ergonomically comfortable height for gripping and placing of objects between 70 and 110 cm above ground; - Leave sufficient room for handling heavy objects; - Avoid uneven, slippery or shaky floors; - Avoid thresholds, elevations, stairs and ramps; - Wear adequate safety footwear; - Avoid bad visibility, extreme temperature and humidity. - Arrange the loads (e.g. reduce the load, avoid hazardous characteristics of the load, avoid inconvenient and protruding loads; convenient form for gripping; easy to reach load gripping spots; provide for the spots where to attach the object for lifting). - Label heavy loads that are impossible to reduce. - Have supportive working means ready (e.g. body belts for carrying heavy objects, soft shoulder pads, handles, lifting platforms, lifting nips, barrows for handling sacks). - Reduce the pace of work. - Re-sequence activities (tiresome activities interchanged with activities that relieve the tiredness). - Provide for sufficient rest-breaks. - Give instructions about correct handling of heavy objects. - Take care of employees (health checkups, training). 	
	Monotonous dynamic work	<ul style="list-style-type: none"> - Do certain muscle groups (e.g. arms, legs) have a repetitive load (e.g. frequent driving on city streets, in traffic jams, changing lanes without 		<ul style="list-style-type: none"> - Use vehicles with power steering or automatic transmission. 	

		automatic transmission, without gear switching power unit in mechanical transmission or without power steering)?			
	Working position / work in one position	<ul style="list-style-type: none"> - Is there an opportunity to change the body position, i.e. sit and stand? - Are periods of work in forced body positions long (e.g. prolonged sitting without breaks or without facilitating means)? - Can the seat be adjusted so that the shoulder bone experiences fewer loads (e.g. armrests, and adjustable seat back for the lumbar area)? - Do certain muscle groups experience extended periods of load without change of loads (e.g. long driving along straight streets, on highways, etc. without any change of direction)? 		<ul style="list-style-type: none"> - Provide for possibilities to change the body position; - Interchange driving with other activities; - Additional measures; - Limited working time; - Regular breaks; - Compensating physical exercises; - Armrests; 	
	Combination of static and dynamic work	<ul style="list-style-type: none"> - Is loading and unloading of heavy objects including passenger luggage the driver's job task? - Does the driver have to put on and remove the tent? - Are heavy objects lifted and carried? - Are heavy objects carried with elements attached to their sides? - Are heavy objects lifted within significant difference of heights? - Is cargo hauled with considerably biased body (e.g. in the trunk of a car)? Etc. 		<ul style="list-style-type: none"> - Use mechanical lifting and handling equipment (e.g. cranes, lifting tables); - Delegate loading jobs to adequately trained support staff (not the driver); - Appoint additional personnel; - Provide sufficient time for loading and unloading work; - Training and compliance with safe load handling requirements; - Use immobilizing waist band. 	
	Awareness and ability to adapt	<ul style="list-style-type: none"> - Is abundance of information and auxiliary work (using telephone or fax machine, reading maps etc.) prevented? - Can the driver be aware of special and warning signals while using the radio or telephone? - Are the driver's cogitation and intellectual skills 		<ul style="list-style-type: none"> - Not to do any auxiliary work while driving; - Have navigation systems installed in the vehicles; - Regular health checkups; - The driver shall hold the driver's license; - Consider the therapeutic results and side-effects of medication used. 	

		suitable for driving in the traffic? - Is the driver informed about special watchfulness while driving when medication is used? Etc.			
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