



Food Manufacture

Despatch and Transport Department

Lesson 6

Improve your knowledge of the dispatch and transport department in a food factory classifying the key roles and actions within the department with completion of this course.





For every activity performed in the process of picking and despatching product a risk assessment must be carried out.



Manual handling potential risks

- Falling goods causing injuries e.g. incorrectly stacking product on a pallet.
- Repetitive strain injury e.g. carrying out the same job role all day long.
- Strains e.g. caused by lifting loads which are very heavy.
- Trips e.g. not keeping a clean and tidy despatch department.
- Delivery vehicle injuries e.g. crush injuries.



Manual handling equipment potential risks

- Forklift truck injuries e.g. product falling from the forks.
- Heat-related injuries e.g. burns from machinery.
- Injuries from manual handling equipment.
- Injuries from despatch materials e.g. shrink wrappers.
- Noise injuries e.g. machinery causing loss of hearing.



There may also be a risk in the despatch department from any controlled substances.





There are lots of preventative actions taken in the despatch department to prevent accidents and injuries from occurring.





Preventative actions include:

- Job variation.
- Staff training in health and safety and safe manual handling techniques.
- Safety signage.
- Employing enough staff to perform the job safely.
- Staff training on how to use equipment correctly.
- Clearly marked pedestrian areas.
- Clear space to operate equipment and machinery.
- Use of personal protective equipment.





**Risk assessments
are performed on a
regular basis to
make sure the most
up to date relevant
actions are in
place.**



Revision Activity 6

What are two potential manual handling risks in the despatch department?