

Company Name

SAFE WORK PRACTICE

MANUAL LIFTING

SPECIAL EQUIPMENT REQUIRED

Back support where continuous heavy lifting is required.

INTRODUCTION

Anyone may be involved in manually lifting objects while at work or at home. Whether lifting is an everyday job or an occasional task, lifting improperly can cause serious injury regardless of the weight of the object or the physical condition of the person lifting the object. Always follow proper lifting procedures to reduce the risk of injury. Being physically ready to do the job can further reduce the risk of injury. For example, doing a few basic exercises before starting work can warm up the body and prepare it for strenuous work.

PRACTICES

1. Clear the area of obstructions, litter, and tripping hazards.
2. Plan ahead and prepare the area where the object is to be placed.
3. Test the weight to be lifted. If it is bulky or heavy (more than 50 pounds), get help.
4. Move close to the load.
5. Place one foot slightly ahead of the other foot, about 10 to 12 inches.
6. Squat down close to the load by bending at the knees.
7. Keep the back straight.
8. Place hands under or around the load, and get a good grip with the palms to keep the load from slipping. (Remember: The palms are stronger than the fingers.)
9. Using leg muscles, lift gradually. Do not jerk or twist.
10. Keep the load close to the body.
11. Rotate body position by shifting the feet. Do not rotate the back.
12. Set the load down gradually by bending at the knees.
13. Keep a straight back when lowering the load.
14. Be especially careful when lifting in tight spaces, and protect fingers at all times.

