



## Manual Lifting

Developed by:	Approved by:	Date created:	Last revision:
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Possible Hazards Present	Personal Protection Required	Additional Training	
<ul style="list-style-type: none"> <li>- Muscle strain</li> <li>- Slip/trip</li> <li>- Pinch points</li> </ul>	<ul style="list-style-type: none"> <li>- Steel Toed Boots</li> <li>- Hard Hat</li> <li>- Safety Vest</li> <li>- Hand Protection</li> </ul>	<ul style="list-style-type: none"> <li>- PPE</li> </ul>	
<ol style="list-style-type: none"> <li>1. Determine the weight and size of the load. If it is too heavy or awkward ask for help.</li> <li>2. Inspect the floor/ground surface and route for objects or slippery surfaces.</li> <li>3. Determine how the load is to be grasped to avoid sharp edges, slivers, etc.</li> <li>4. Take a good stance with feet planted firmly, legs shoulder width apart.</li> <li>5. Get a firm grip with your hands rather than just fingers.</li> <li>6. Keep back straight, almost vertical. Bend at the hips.</li> <li>7. Hold load close to the body, keeping weight of your body over your feet for good balance.</li> <li>8. Use large leg muscles to lift. Push up with the foot positioned in the rear as you start to lift.</li> <li>9. Test the weight to ensure it is not too heavy.</li> <li>10. Lift steadily and smoothly, avoid quick, jerky movements.</li> <li>11. Avoid twisting motions, turn the forward foot and point it in the direction of the eventual movement.</li> <li>12. Place the object down by bending from the knees with your back kept straight.</li> </ol>			
<b>Documentation/Legislation</b> Workplace Safety and Health Regulation, M.R. 217/2006  2.1 Safe Work Procedures 6 Personal Protective Equipment 8 Musculoskeletal Injuries		<b>This Safe Work Procedure will be reviewed anytime the task, equipment or materials change and at a minimum every three years.</b>	