



# **Pannier Corporation**

## **Health and Safety Handbook**

### **Marking System Group**



#### **Manual Lifting**

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#### **Safe Lifting Prevents Back Injury**

The back supports the body. One wrong move or repeated stress on weak back muscles can cause pain and injury. Back injuries are one of the most common causes of work-related disabilities. Back pain is the second-leading cause of lost work days, after the common cold. Once back strain occurs, it often returns. Back injury often requires extended bed rest and, in some cases, surgery. You are more likely to have a back injury if you're in poor physical condition, overweight, under stress, have poor posture or overexert yourself. Regular exercise can strengthen back and stomach muscles. Be realistic about what you can carry and what you can do; overdoing can cause lasting damage.

#### **Before you lift:**

Lift a corner of the load to decide if you can safely lift and carry it. If in doubt, use a dolly, hand truck, forklift or get help. Plan a straight, flat route; remove anything in your way. Loosen muscles with gentle bends and stretches. Wear gloves and sturdy shoes with nonskid soles. Avoid loose clothing you could trip over.

#### **When you lift:**

Stand close to the load. Squat, with knees bent and back straight. Grip firmly. Bring the load close to your body and push up slowly with your legs.

#### **When you carry:**

Carry the load waist high. Take small steps. Move your feet to change direction, don't twist.

#### **When you unload:**

Lower the load slowly, knees bent. Place the load on the edge of the surface and slide it back.

#### **Supervisory Responsibility**

It is the supervisor's responsibility to insure that the employees are properly trained on proper lifting techniques. The supervisor will also periodically evaluate current work station configurations and employees' work techniques to assess the potential for and prevention of injuries.

#### **Accident Investigation**

The Safety Committee will investigate all injuries caused by improper lifting. The findings of their investigation will be incorporated into the work procedures to avoid future injuries.