



SUBJECT	CORRECT PROCEDURE ON HOW TO LIFT A BOX
RESOURCES	A box
Demonstration	How to lift a box

GENERAL LIFTING

LIFTING & CARRYING A LOAD

The following general points will help to reduce or prevent strain and injury when lifting:

- Check the load you will lift by moving it forwards and sideways while it is still on the ground. This will help you to gauge its approximate weight. If it appears to be too heavy, reassess the task and take appropriate control measures, eg: assistance from another team member.
- Take care of fingers and hands on hazards such as nails, splinters, etc. Check for these before lifting.
- Watch out for screws and old attachment points on items at eye or shoulder level to prevent potentially serious lacerations.
- Stand so that the load is as close to your feet as possible.
- Place your feet apart for balance.
- Once in position, place one foot slightly in front of the other.
- Bend your legs, keeping your back straight. Keep your arms as close to the sides of your body as possible.
- Grip the load using the full length of your hands and fingers. A diagonal hold is firmer.
- Place one hand under the load and the other at the top on the opposite side. Arms should be as straight as the load allows.
- Bend your knees and lean forward towards the load while maintaining a straight back.
- Raise your head before lifting.
- Advance one foot towards the load when lifting from the floor. Push off with your back foot. This transfers the weight from the back to the front foot and ensures a smooth movement.
- Once the article is off the ground, carry it as close to your body as you can. If the load is held away from the body, the strain on the lifter is greatly increased.
- Do not twist or jerk while holding the load.
- If you are waiting, put the load down rather than hold it for too long. If possible, avoid placing it on the floor.
- Do not carry an item that blocks your vision. Walking blindly increases the risk of accident.
- To lower the goods, reverse the lifting procedure.
- Slide hands from underneath the carton or item when placing it on the ground avoiding damage to your fingers.

SAFETY TOOLBOX TALK



Following this technique will minimise your risk of injury when lifting cartons or any other load.

Test the objects weight

If you don't know the object's weight it's a good idea to lift one edge. This will give you an idea of half the object's weight. If it's heavy, use a trolley or get a work mate to help you with the lift.



Correct foot position

Stand as close as possible to the load, with your feet apart for balance. Place one foot slightly ahead of the other.



Reach for the item

Bend to the load by bending your knees, keeping your back straight with your arms close to your sides.



Grip the item

Grip the load using the full length of your hands and fingers. A diagonal hold is firmer. Place one hand under the load and the other at the top on the opposite side. Arms should be as straight as the load allows.



SAFETY TOOLBOX TALK



Lift the item

With one foot towards the load, push off with your back foot. This transfers the weight from the back to the front foot and ensures a smooth movement. Remember to raise your head before lifting.



Carry the item

Carry the object close to your body. Ensure that you have good visibility of the walking surface.



Lower the item

Reverse the lifting process to lower the load.



Release grip

Slide hands from underneath the carton or item, avoiding damage to your fingers. In some cases, it may be a good idea to put something on the floor under the load to give your fingers clearance.



