Proper Lifting Techniques

Educate your staff on proper lifting techniques:

- Bend at the knees when reaching down for an object
- Lift with the legs; do not lift by straightening your back
- Avoid twisting your body while carrying the load
- Keep the load in the safest zone centered close to your torso
- Always get help or use a cart or dolly if the load is too much for one person

Reorganize your shelf storage so the heaviest items to move are in the safe lifting zone (the area from your shoulders to your waist) at mid-height, the lightest things are at the top, and the least-used things are at the bottom. Purchase utility carts and direct the staff to transfer rather than lift the boxes onto the carts so they do not have to lift and/or walk with a heavy load. Change the nature of the work and the work environment so your people have to lift as little as possible.