

 <p>HEALTH, SAFETY & ENVIRONMENTAL PROGRAM</p>	Section: Safe Work Practices and Procedure – Manual Material Handling					
	Initial HIRA score		9		Residual HIRA score	6
	Critical Task?	No	Location(s)	Jobsites, Offices, Yard, Plant		REVISION # 1
	Description		Lifting or maneuvering any object without the aid of equipment		# OF PAGES:	2

SAFE WORK PRACTICES

General

- Do not rush
- Use gloves if there is a risk of laceration or puncture
- Never handle material if using/ascending/descending a ladder
- Never put your fingers/hands into pinch points or create a potential pinch point when lifting heavy material manually
- Before lifting consider if there is a tool/equipment/safer workflow that could be done instead

Safe Lifting Practices

- Try and keep neutral posture throughout the lift
- If possible, use equipment or an assistive device – like a dolly or pump truck – to help move the load
- Before lifting get as close to the load as possible
- Brace with your core and lift the load with your legs. Try and keep the back out of it as much as possible
- Use your feet to pivot and turn, do not twist your back
- Lower the load slowly, try and keep the back in a neutral position
- Try and keep the load balanced between both sides of the body when possible
- When lifting objects such as lumber or pipe try and balance the load on your shoulder

External Factors

- Extra care should be given during adverse weather conditions and extreme heat and cold

JOB HAZARD RISK ASSESSMENT

Initial HIRA Score	Hazards	Controls	Residual HIRA Score
9	Awkward position/Poor storage		3



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		<ul style="list-style-type: none"> All material and tools should be stored safely and in such a way as they do not pose a hazard to any worker Try and place heavier items at hip height to make lifting easier 	
9	Slip, Trip, Fall	<ul style="list-style-type: none"> Try and maintain a clear path of travel before trying to move material Ensure housekeeping standards are maintained on site 	3
9	Musculoskeletal Disorders	<ul style="list-style-type: none"> Use proper lifting techniques If possible, avoid repetitive motion for long stretches throughout your day Stretch and flex Get help from others for heavy lifts or use machinery 	3
9	Lacerations/puncture injuries	<ul style="list-style-type: none"> Check load for potential sources of cuts/punctures Use gloves when moving material manually 	3