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|  HEALTH, SAFETY & ENVIRONMENTAL MANUAL | 14.10 Storage and Racking | | | |
| | Revision Number: R0 | | Number of Pages: 2 | |
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STORAGE AND RACKING

PURPOSE

Companies can greatly minimize the risk of "a potentially catastrophic" racking collapse by promoting a safety culture that encourages incident reporting, and by taking the appropriate steps to immediately investigate incidents and take action.

SCOPE

If you look at pictures of collapsed racking, it looks like a war zone. Just a mangled mess of intertwined metal pieces that can cover a large area. This can occur when there is a failure to identify and fix racking damage.

Racking incidents usually occur when a heavy piece of equipment, such as a forklift, strikes a racking structure.



Preventive Action

Use these actions to prevent collapse:

- Make sure that racking is able to support the load
- Report any damaged racking to your supervisor right away
- Make sure that you have been trained how to stack product safely on the racks
- Do not hit racking with powered lifting devices
- If corner uprights are not protected against collision damage, provide this protection
- Inspect racking for bent or missing columns, beams, bracing, safety pins, bolts
- Do not use mobile devices while driving
- Report any minor impacts and damage to racks immediately
- Keep aisles clear
- Clean up any spills immediately



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- Do not climb on racks
- Do not use ladders to access racks
- Report any areas where lighting is inadequate

Pallets and Skids

Loads can fall from racking or storage if a pallet breaks. Lifting a bad pallet that is loaded can cause product to unexpectedly fall on employees in the area. Improperly stored pallets can fall and hit employees.

- Look closely at pallets as they arrive and remove any that are in poor condition
- Before using a pallet, check it for broken, missing or loose slats and discard a damaged one right away
- To prevent bending or breaking when skids are lifted, make sure that they are strong enough for the loads to be placed on them
- Make sure that loads are evenly distributed and will not collapse
- Make sure that loads do not extend beyond the pallet
- Store pallets flat, not leaning against racks posts or walls
- Store pallets outdoors, if possible, to reduce the fire hazard

Stocking Practices

- Serious injury or damage can result if loads tip and fall from racks, push other loads into the aisle or hit sprinklers, gas lines, lights or heating equipment during restocking.
- Make sure that you are trained to use the lifting equipment
- Before you operate equipment in high locations, check clearances such as pipes, lights, and sprinklers
- Place product well clear of sprinkler heads, lights, electrical panels, and emergency equipment
- Keep stored materials at least 18 inches away from heaters (36 inches away if the materials are combustible)
- Stack loads straight and evenly
- Correct loads that look out of balance
- If a load looks unstable, secure it with plastic wrapping or strapping

REQUIREMENTS

Legislation

Industrial Regulations 851, Section 45