MANUAL HANDLING/LIFTING. THINGS TO KEEP IN MIND

Maximum weight
23 kilos
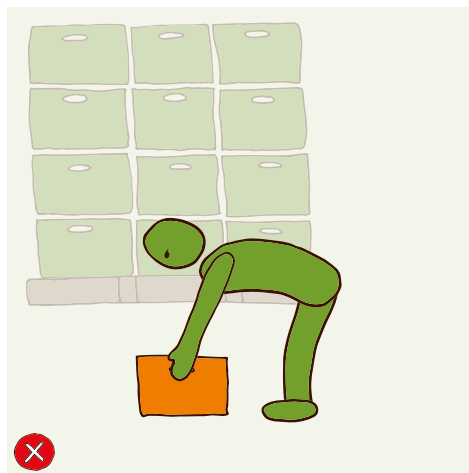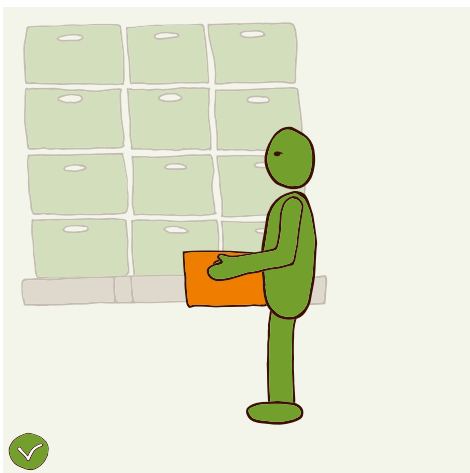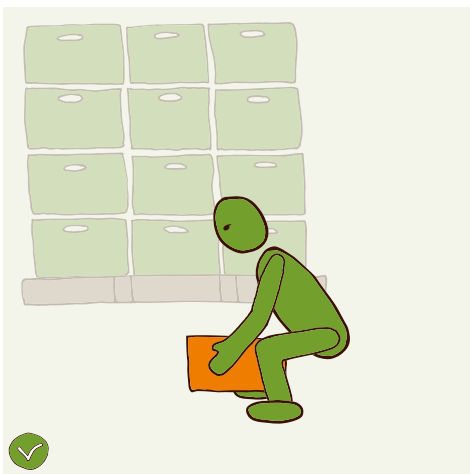
Weight
?

1

**Think before handling/lifting:** Do not lift heavy objects if lifting tools such as a lift or forklift can be used. If you must lift an object manually, make sure that you know how much the object weights and how much you can lift. In general women can lift less absolute weight than men. The amount of weight you can lift also depends on the conditions. Tip: Check the NISOH lifting standard*.

2

Basic rules lifting an object from the ground: Make sure you have enough room. Start in a good posture, the feet should be wide apart alongside the load to maintain stability. Bend from the hips rather than bending too deep from the knees. Lift the load in the space between your legs and hug it as close as possible to your body.

3

Basic rules lifting from an angle: Move in the right direction and turn by moving your feet. Avoid twisting your back and knees.
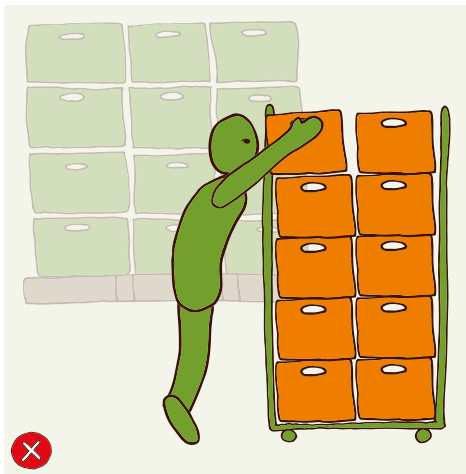
4

Basic rules lifting objects placed high up: Keep the load as close as possible to your body. Avoid reaching out and do not lift above shoulder height. When necessary use a step stool. If you must lift above shoulder height, place one foot behind the other so you can move your body forwards and backwards (to shift the weight). Grasp the object with an underhand grip (as low as possible) and place the object as soon as possible on the stocking cart.
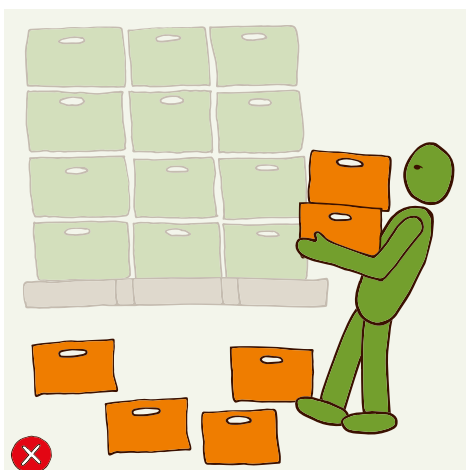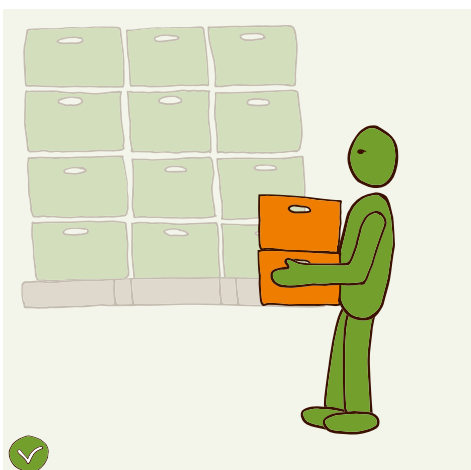
5

Basic rules for lifting across a distance: Make room first. If lifting manually is necessary to cover a distance, put the load as soon as possible on side of the stocking cart or place it on top of another crate before sliding it into the desired position.
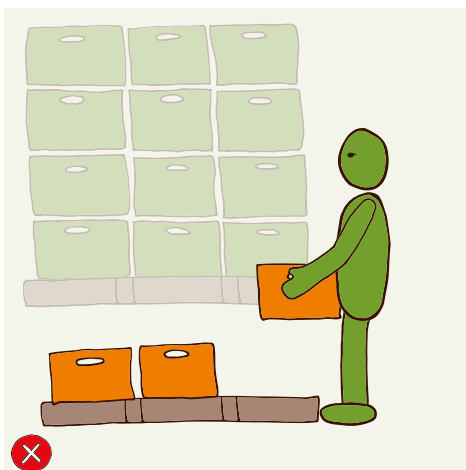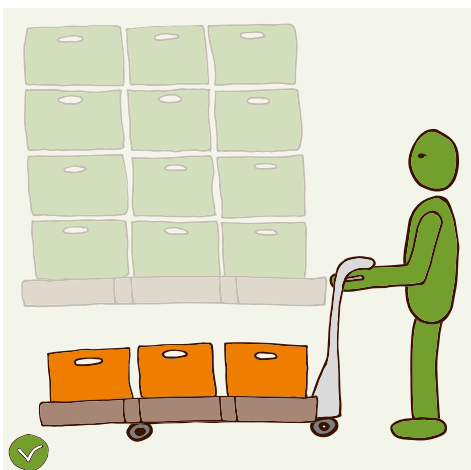
6

Moving: Do not move or carry items unless this is necessary. Use a transportation tool such as pallet jack.

7

Moving – carrying: Make sure the path is free of obstacles and safe and that the objects are stacked in a stable manner. Keep a clear view and watch out where you put your feet. Keep your back straight by tightening your stomach muscles.