

# General Warehouse Safety

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# The Ramp

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- Ask for an assist when coming up or down the ramp with carts/etc
- Be aware of your surroundings (vans, deliveries, pallet jacks, people, pallets, etc)
- Use / listen to the horn & communicate
- **Only use the electric pallet jack on the ramp, NOT the manual pallet jack**
- Take your time!



# Assess your pallet and cargo



IS your cargo too tall? Is the product haphazardly stacked? Is the pallet in good shape?



# How to Properly Stack Items on Pallets

- Be sure pallet is in good condition before you stack items on it
- Be sure it is the right side up (side with more planks on top)
- Begin stacking items in an interlocking pattern





# How to Properly Stack Products on Pallet cont'd



asap

# Tripping & Falling Hazard

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Do not stack or lean pallets on their sides!

Place broken pallets in the designated area

Pick up any nails or pieces of wood from the floor



***ALWAYS LIFT SAFELY.***



***IF IT'S TOO HEAVY, ASK FOR HELP!***

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# Proper Lifting Techniques

- **Keep a wide base of support.**  
Feet should be shoulder-width apart, with one foot slightly ahead of the other (karate stance).
- **Squat** down, bending at the hips & knees only.
  - a. If needed, put one knee to the floor & other knee in front of you, bent at a right angle (half kneeling).
- **Keep good posture:**  
Look straight ahead, keep your back straight, your chest out, and your shoulders back.
- **Slowly lift** by straightening your hips & knees
  - a. Keep your back straight & don't twist as you lift.

## LIFT PROPERLY

### Prevent Back Injuries

#### DON'T!

- Don't lift with your back arched!
- Don't lift with the object far away from your body!
- Don't lift and twist!



#### DO!

- Do bend your knees when lifting!
- Do keep your back straight and be sure of a firm grip!
- Do keep the object close to your body!





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# Proper Lifting Techniques cont'd

- **Hold** the load as close to your body as possible, at the level of your belly button.
- **Use your feet** to change direction, taking small steps.
- **Lead with your hips** as you change direction.
  - a. Keep shoulders in line with your hips as you move.
- **Set down** your load carefully, squatting with knees & hips only

## LIFT PROPERLY Prevent Back Injuries

### DON'T!

- Don't lift with your back arched!
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### DO!

- Do bend your knees when lifting!
- Do keep your back straight and be sure of a firm grip!
- Do keep the object close to your body!



# Picking Procedure

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- When selecting items from racking, choose from middle or bottom level.
- Use the step ladder
- Pick layer by layer
- Do not leave loose items on racks - this is hazardous



# Picking Procedures Cont'd

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- Picking from the walk-in Freezer and Fridge
- Check the slot number

# Ladder Safety

- Inspect ladder
- Be aware of your surroundings
- Be sure ladder is stable
- Reduce the amount of twisting or unnatural movement
- Get a buddy

