

Warehouse Safety Basics

Manufacturing

Please review the following safety tips with your employees.

Tool Box Tips

SLIP, TRIP AND FALL

- If you see a hazard, pick it up. Never walk by and ignore trip hazards.
- Empty trash cans when full — do not allow them to overflow.
- Watch for wet floor conditions and avoid walking in the area.
- Keep passageways and aisles free of debris and clutter.
- Walk the designated paths and do not take shortcuts.
- Ensure you can see where you are walking.
- Do not jump from boxes, pallets, or other objects.
- Wear shoes with appropriate non-slip soles.

SAFE LIFTING BASICS

- Make sure the walking path is clear of trip hazards, obstacles and holes.
- Plan the route and take the shortest one possible.
- Determine the weight of the object before lifting it.
- Use equipment to lift heavy or bulky objects.
- When lifting objects over 50 pounds, perform a team lift.
- Lift with your legs and not your back.
- Stand close to the object to be lifted, keep a wide stance, and grasp firmly.
- Avoid twisting the body — it places enormous weight on the lower spine.

- Change direction with your feet by taking small steps instead of twisting.
- Slowly lower the load by squatting at the knees and hips — do not drop the load.
- Store heavy objects at waist level to avoid lifts from the floor.

LADDER SAFETY BASICS

- Survey the area for overhead power lines before setting up and climbing ladders.
- Inspect ladders before climbing.
- Never use a damaged or unsafe ladder.
- Verify ladder capacity before climbing.
- Do not use ladders for anything other than the job they are intended to do.
- Tie off/secure extension ladders to prevent tip over or kick out.
- Never stand on the top step of a ladder.

FORKLIFT SAFETY FOR PEDESTRIANS

- Always stay alert when working in areas where forklifts are operating.
- At blind corners, keep an eye out for moving forklifts or pallet trucks.
- Stay clear of areas where forklift use is frequent like loading docks or shipping areas.
- Never attempt to move or operate a forklift unless you are trained and authorized to do so.

These advisory materials have been developed from national standards and sources believed to be reliable, however, no guarantee is made as to the sufficiency of the information contained in the material and Missouri Employers Mutual Insurance Company assumes no liability for its use. Advice about specific situations should be obtained from a safety professional.