

TML\MSH Microbiology Department Policy & Procedure Manual	Policy # MI\LS\17\v02	Page 1 of 3
Section: Laboratory Safety Manual	Subject Title: Ergonomics - Lifting	
Issued by: LABORATORY MANAGER	Original Date: April 20, 2001	
Approved by: Laboratory Director	Revision Date: October 22, 2003	

Policy:

The number one cause of back injury is lifting. Proper body mechanics and lifting principles should be employed whenever possible to reduce the likelihood of injury.

Purpose:

The policy provides direction for all staff to do their part to prevent back injuries.

Responsibility:

Management and employees

Related Documents:

COMPUTER WORKSTATION ERGONOMIC PRINCIPLES	MI\LS\18\v01

Procedure:

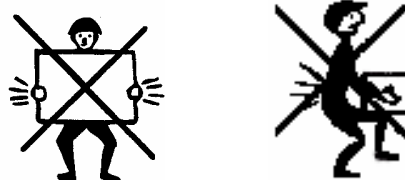
Principles of Manual Material Handling:

- Size up or test load to see if you can handle it.
- Avoid heavy loads - split larger loads into smaller ones, use mechanical aids or get additional help.
- Determine where you are lifting the object to, and where you will place it.
- Make sure the route or path that you will take is clear.
- Tighten your abdominal muscles to help brace your back as you lift.

- Keep your back straight. Bend at your knees as far as you can and still be able to return to an upright position.
- Initiate the lift with your leg and buttock muscles.
- Keep the object close to your body
- Keep your head higher than your shoulders.



- Grip with your whole hand - not just your fingers



- Lift with controlled speed.
- Come to an upright position using your leg and buttock muscles.
- Keep object close to your body



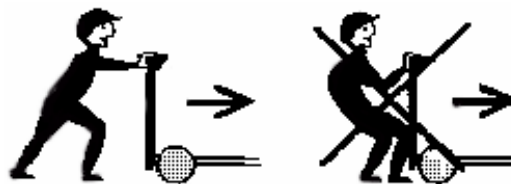
- Never twist at the waist when lifting or carrying. Pivot using your feet.



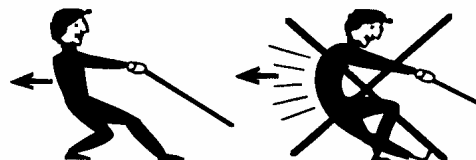
- Do not over extend when reaching. Get a ladder or tool to handle high objects.



- Push instead of pull.



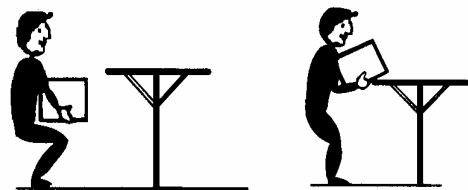
- Keep your back straight at all times



- When pulling, avoiding extending arm behind shoulder
- Face the direction of travel when possible



- Try to store objects between shoulder and knuckle height whenever possible
- When lifting to shoulder height:
Lift the object to your waist. Brace object to allow you to bend your knees and place both hands under item. Straighten your legs to raise the item and slide it onto the shelf.



- Place objects on shelf by extending arm while keeping your back straight.

