



iCLEAN

Custodian who **L**earns, **E**ducates, **A**chieves & **N**etworks Success
Providing Safe, Clean, Efficient & Attractive Schools

PROPER LIFTING TECHNIQUES TRAINING

Recommended PPE:

- Gloves and protective footwear.

Safety procedures:

- Wear your PPE. Gloves and protective footwear when performing this task.
- Never lift a heavy object above shoulder level.
- Never twist or turn your body while lifting or holding a heavy object.

Before you lift:

PLAN AHEAD

- Know what you are lifting and how you will lift it.
- Be aware of the weight of the object.
- Determine whether or not it's safe to lift on your own.
- Make sure the work area is flat, dry, and clear of debris.

CHECK YOUR PATHWAY

- Make sure the lift pathway is clear.
- Remove any tripping hazards or debris.
- Check for any wet or slick surfaces.

GET HELP WHEN NEEDED

- When lifting awkward or heavy loads, utilize a two-person lift.
- Make sure you lift at the same time and keep the load level.
- Make sure you set the load down at the same time keeping the load level.

WEAR PROPER PPE

- Wear proper protective shoes and gloves.

Proper lifting techniques:

LIFTING THE LOAD

- Whenever possible get help lifting.
- Whenever possible use a hand truck to transport the load.

- Stand close to the load with your feet shoulder width apart. One foot should be slightly in front of the other for balance.
- Squat down, bending at the knees keeping your back as vertical as possible.
- Get a firm grasp of the object before beginning the lift.
- Slowly begin straightening your legs, lifting slowly. Never twist your body during this step.
- Once the lift is complete, keep the object as close to the body as possible. If the load's center of gravity moves away from your body, there is a dramatic increase in stress to the lumbar region of the back.

CARRYING THE LOAD

Never walk backwards as this presents the possibility of injury from tripping and falling.

- Keep good posture and look straight ahead, if you must turn while carrying the load use your feet to change direction, taking small steps. Never twist at your waist.

SETTING THE LOAD DOWN

Opposite of lifting the load

- Position yourself where you want to set the load.
- Squat down. Let your legs do the work, not your back.
- Remember do not twist your body while setting down a load, and keep your head up.
- Once the load is where you want it, release your grip. Never release your grip on a load until it is secure. You do not want to drop a load on your foot. Or, if someone is helping you, dropping a load unexpectedly can injure the other person.

Importance of proper lifting techniques:

Using proper lifting techniques can help prevent downtime due to avoidable back injuries. With a little practice, precautionary methods such as these can become good daily habits that could help prevent back injuries both on and off the job.

WEIGHT LIFTING

- Protect your feet and hands with safety footwear and work gloves.
- Warm up with stretches.
- Test the load first.
- Get help with heavy or awkward loads.

GRIP

Use both hands, and grasp opposite corners.

LOOK

Keep your head up and looking forward

STABILIZE

Take a wide stance, with one foot slightly forward.

LIFT

Lift using your legs.
Bend using your knees,
not your back.

BALANCE

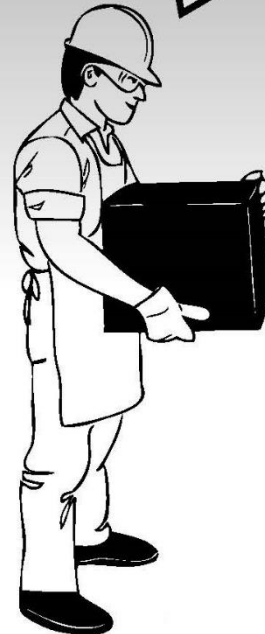
Keep your behind out to
balance the load.

TIGHTEN

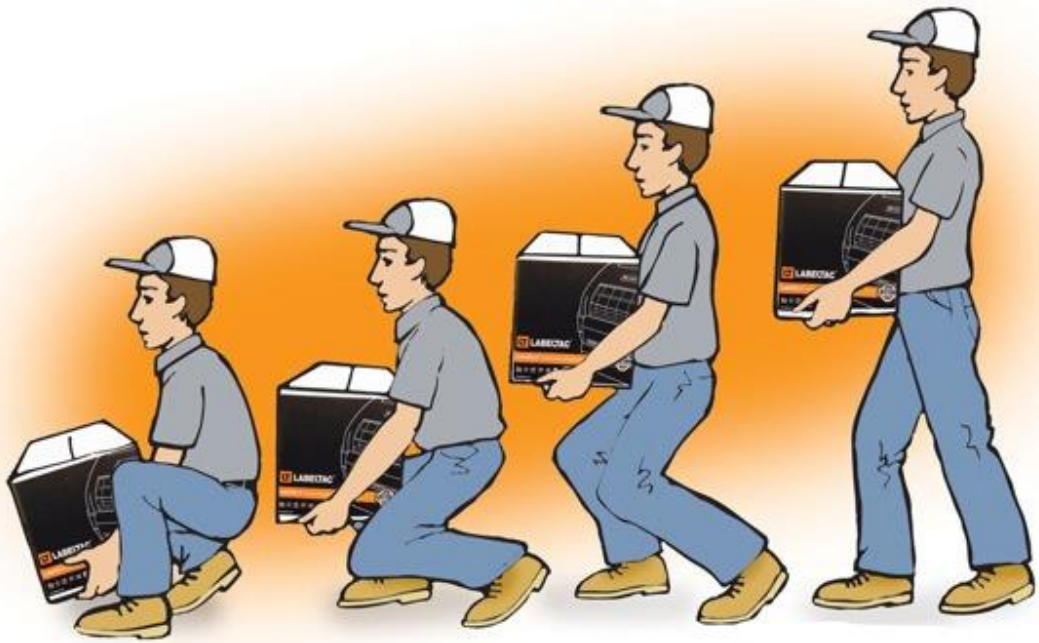
Tighten your abdominal
muscles and breathe out as
you lift.

HOLD

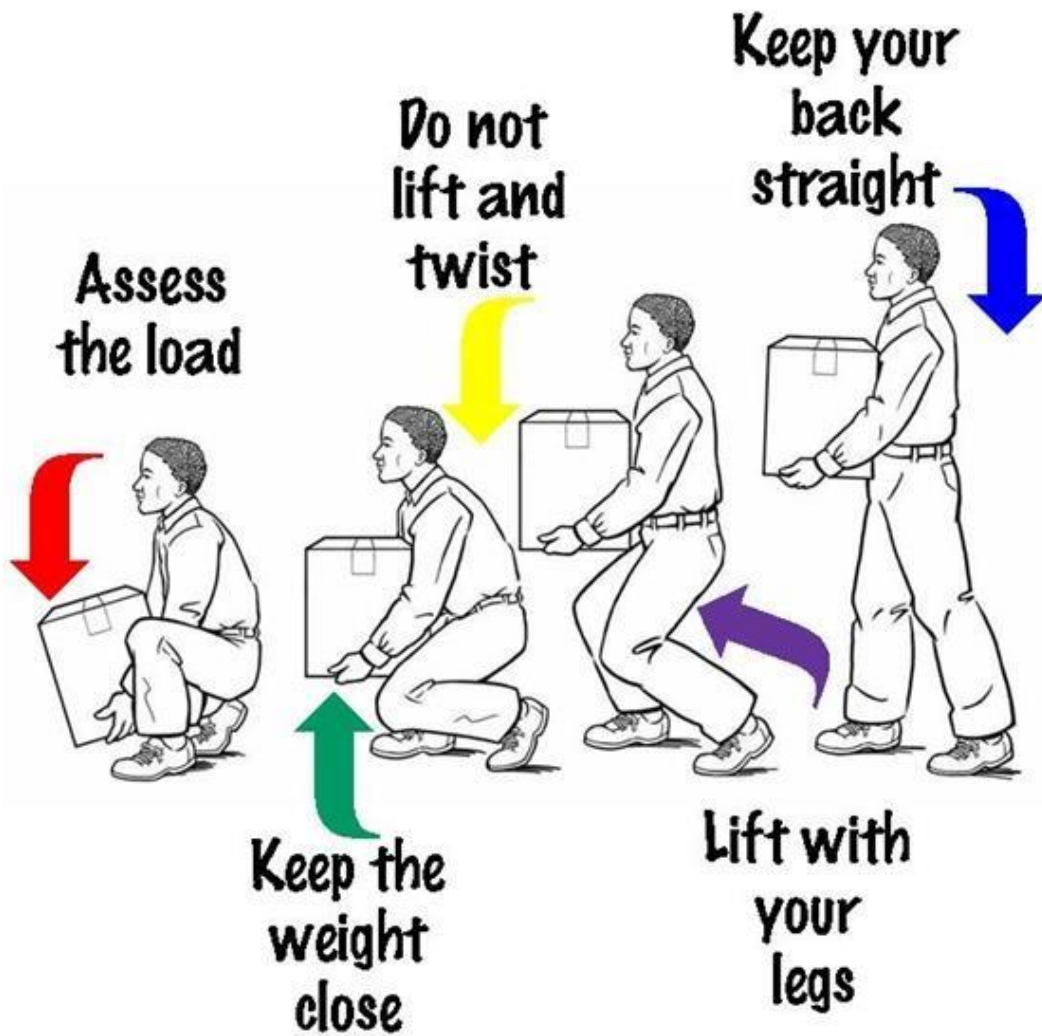
Hold the object close and
keep your back straight.
Don't twist or side bend
while holding the load



Bend your knees to lift with ease



Lifting Safely



Be smart and reduce your risk of injury!

Acknowledgement of Training: Lift Training

Site/Location: _____

Plant Manager/Trainer Signature:

Print name, _____

Signature, _____ / Date _____

By signing this, you are acknowledging that you have trained and physically demonstrated proper Lifting Techniques to the employee.

Employee Signature:

Print name, _____

Signature, _____ / Date _____

By signing this, you are acknowledging that you received proper Lifting Techniques, and have demonstrated proper Lifting Techniques under the supervision of the Plant Manager/Trainer.

Please print, sign, scan, and email this portion back to David Van Mensel at Custodial Services.
dvanmens@pasco.k12.fl.us Keep a signed copy in the employee's file at the worksite.