

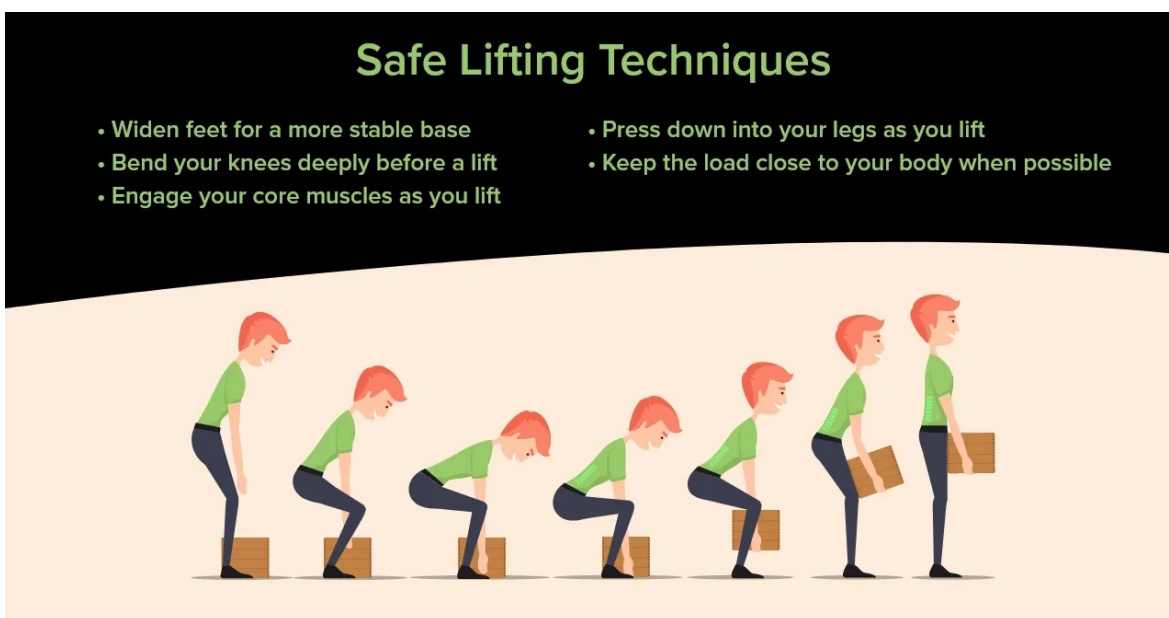


PRICE ENTERPRISES
INC

SOP 38-23CW June 20, 2023

Safe Lifting Policy & Procedures

PURPOSE/SCOPE: The purpose of this SOP is to ensure that all employees are trained and understand the proper way of lifting objects. Improper lifting is one of the greatest causes of injury in the workplace. It is the responsibility of all employees to adhere to this written policy as well as all other safety manuals outlining this safety precaution.



PROPER PROCEDURES:

REMEMBER, ASK FOR HELP IF THE OBJECT IS HEAVY, AWKWARD, OR OVERHEAD.

1. Squat Down and take a firm grip, lifting slightly to test its weight.
 - a. If item feels too heavy, is bulky, or is too wide to keep close to your body, then get help or use a mechanical aid.
2. If you feel the lift is within your ability:
 - a. Spread feet shoulder width apart, placing one foot slightly in front of the other.
 - b. Take a breath and use your leg muscles to lift.
 - c. As you lift, keep your back straight and face forward.

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- d. Keep the object close to you while lifting.
3. Reached destination:
 - a. Lower object by bending your knees. Do not bend with your back!

RULES TO REMEMBER:

1. Never bend over and lift with your back.
2. Lift with your legs and never lift anything heavier than you can handle comfortably.
3. Never carry a load up a ladder, have someone assist you.
4. Know your limits, get help with heavy items.

ADDITIONAL TRAINING VIDEOS:

- <https://vimeo.com/357947965/62d47befc5>
- RTO Training video: Safe Lifting

Ashley La Cuesta-Ota

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