

Job Safety Analysis

Title: Lifting at waist level

***Note: This document verifies the hazard assessment as required by 29 CFR 1910.132(d)(2).**

Location (e.g., Station, Branch, Plant) Name: Street Address 1: Street Address 2: City: State: Zip Code: Area: PC:		Job Description: Lifting at waist level	Titles of Employees Performing the Job: City Carriers Mail Handler Maintenance Rural Carrier Clerk VMF Maintenance	Occupational Codes: None assigned
Location Description: Manually lifting a heavy load from a table or surface at a level between the knees and the chest				

Author	Headquarters Safety Review	Local Review	
Name: Hank Woodcock, CIH Title: Safety Consultant Date: 2/1/2001	Name: Frank Lundblad, CIH, CHMM Title: Manager, Safety Programs Date: 7/31/2001 Approval: Yes	Name: Title: Date: Approval: Yes No	

Sequence of Basic Steps	Potential Hazards and Effects	Safe Work Practices	Required PPE*
1. Stand near the load, check area around the load and "size up" the load	1.1. Hazard: Slippery floor or trash on floor or obstacle near feet Effect: Lifter cannot move feet freely and slips and loses balance during lift; sudden movement strains back, shoulders and arms.	1.1. Make sure floor surfaces are not slippery and are free of obstacles or trash that might interfere with foot movement	1.1. <None>
	1.2. Hazard: Not able to hold load near the body because the load is soiled. Effect: Arms must extend horizontally to reach load; strains shoulders and back	1.2. If load is heavy get help or wear an apron so that the load can be held close to the body while lifting. It is good practice to wear leather or fabric gloves with gripping surfaces.	1.2. <None>
	1.3. Hazard: Workstation does not permit worker to stand near load. Effect: Arms must extend horizontally to reach load; strains shoulders and back.	1.3. If obstacles interfere, either move them, get help or pull load to another location before lifting it. It is good practice to wear leather or fabric gloves with gripping surfaces	1.3. <None>
2. Grasp load and check force required to lift it.	2.1. Hazard: Load not held firmly or cannot be lifted without re-grasping it. Effect: Loss of control while lifting the load; strain back, shoulder, arm, wrist or hand	2.1. Make sure load is grasped so it can be held firmly while lifting and carrying it. It is good practice to wear leather or fabric gloves with gripping surfaces	2.1. <None>

	<p>2.2. Hazard: Attempting to lift the load without understanding the force required.</p> <p>Effect: Lifter unprepared for the lift; lower back, shoulder, or arm strain</p>	<p>2.2. Test weight before lifting the load. If the load is too heavy, get help.</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	2.2. <None>
	<p>2.3. Hazard: Load is too large to lift and hold comfortably or shifts within a container.</p> <p>Effect: Large hold difficult to handle or that shifts while handling it strains back, arms and shoulders.</p>	<p>2.3. Use 2 workers for a large or an unstable load (bag with loose heavy material, rolling balls inside a box, etc.)</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	2.3. <None>
3. Pull load and grasp or "hug" the load	<p>3.1. Hazard: Back not held straight or twisting while lifting the load.</p> <p>Effect: Back or shoulder strain</p>	<p>3.1. Don't bend or twist while lifting the load.</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	3.1. <None>
	<p>3.2. Hazard: Jerking load from the table.</p> <p>Effect: Back, shoulder, arm, wrist strain</p>	<p>3.2. Pull the load smoothly. Don't jerk the load from the table or surface</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	3.2. <None>
	<p>3.3. Hazard: Holding the load lower held away from the body</p> <p>Effect: Increase strain on lower back; strain upper back, shoulders, and elbows</p>	<p>3.3. Keep load close to the body.</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	3.3. <None>
4. Place the load in a storage location or on a working surface.	<p>4.1. Hazard: Placing load onto a low level surface (such as the floor or a low bench).</p> <p>Effect: The lifting hazard for the next lifter will be back shoulder and knee strain while lowering the load to the floor.</p>	<p>4.1. Where practical, place heavy load on stable surface such as a table about waist high (30 inches). Where the load must be placed on a lower level, hold the load firmly, keep back straight, bend the knees, keep the load close to the body, and lower it -----</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	4.1. <None>
	<p>4.2. Hazard: Lifting the load to a shelf or resting place above the chest.</p> <p>Effect: Shoulder, neck and back strain.</p>	<p>4.2. Where practical, do not lift a heavy load above the shoulder. Where a heavy load must be lifted above the shoulder, use 2 or more workers for the lift. Make sure both lifters grasp the load firmly and lift the load together with one smooth motion</p> <p>It is good practice to wear leather or fabric gloves with gripping surfaces</p>	4.2. <None>

5. Re-grasp load (if necessary to maintain grip during the lift or to place the load in another position)	5.1. Hazard: Load shifts suddenly. Effect: Back and arm strain.	5.1. Where practical, place the weight on a table to re-grasp the load. If the load cannot be placed on a table slide your grip around the load rather than shifting the weight suddenly It is good practice to wear leather or fabric gloves with gripping surfaces	5.1. <None>
Health Risk Assessment: 5 (Negligible)		Ergonomic Risk Assessment Code: 4 (Minor)	
Safety Risk Assessment: 4 (Minor)			
Qualitative/Quantitative Exposure Assessment Data		Supporting Postal Service Policy Documents	
n/a		EL-814 PO-502 EL-803	Postal Employee's Guide to Safety Container Handling Methods Maintenance Employee's Guide to Safety
Supporting Safety Talks		Required Training	
Title: Dos and Don'ts of Lifting Do You Use Safe Lifting Techniques? Acheless Back Team Lifting		Course No. Course Title:	