

# Lifting, Moving and Storing Materials

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## Purpose

Provide guidance and resources to employees for safe lifting as well as best practices for moving and storing materials.

## Employee Responsibility

All employees are expected to understand and utilize proper lifting techniques to help reduce the risk of injury.

Think and plan before you attempt to move any item, even if it looks like a routine task.

In general, remember to:

- Never attempt to move any item by yourself if the size and/or weight is beyond your capabilities. Instead, you should use mechanical assistance or get help from a co-worker (Team Lifting\*). Loaders, forklifts, hoists, etc. are made for this purpose.
- Inspect area when moving objects from one place to another to verify you have a clear path.
- Use the proper techniques and methods to make the lift and move, bending your hips and keeping your back in alignment, keeping knees bent, and lifting with your leg muscles.
- Make sure your vision is not obstructed by object(s) or load.
- Move your feet to turn, rather than twisting your torso. Haste and improper lifting methods can result in life-altering injury.

*\*Team Lifting must be coordinated. Communicate control of the lift to ensure coordination. Poor coordination of a team lift may result in injury to one or both parties.*

All materials stored in tiers should be stacked, racked, blocked, interlocked, or otherwise secured to prevent sliding, falling, or collapsing.

Bagged materials should be stacked by stepping back the layers and cross keying the bags at least ever ten (10) bags high.

In areas not restricted to qualified employees only, materials and equipment may not be stored close to energized lines or exposed energized parts of equipment than the following distances plus the maximum sag and side swing of all conductors and providing for the height and movement of material handling equipment:

- For lines and equipment energized at 50kV or less, the distance is 10 feet.
- For lines and equipment energized at more than 50kV, the distance is 10 feet plus 4 inches for every 10kV over 50kV.

Materials stored near energized lines or equipment must meet the spacing requirements of [WAC 296-45-315 Materials handling and storage](#).



## Accident Prevention Manual

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## Training/Resources

For more information and/or training on proper lifting and back safety please contact the **Safety Department** at [safetydept@snopud.com](mailto:safetydept@snopud.com) or see ***Back Safety and Injury Prevention*** on Learning Central.