Workplace Safety & Prevention Services®

INFORMATION

SAFE LIFTING OBSERVER'S CHECKLIST

Introduction

This checklist can be used for several purposes:

- To observe workers performing the specific lift being reviewed in the Safety Talk
- To coach workers on their lifting technique
- To identify when a type of lift may need to be reviewed in your workplace
- To document the training you give to your employees

Instructions

Person Lifting

Ask the person performing the lift to state out loud the steps they are using to follow the safe lifting guidelines.

Observer

Check off the steps completed. If a step is missed or done incorrectly, stop the lifting exercise and tell the person being observed what needs to be done differently. Work with the person until they can perform the steps of the lift correctly.

SAFE LIFTING OBSERVER'S CHECKLIST

Name of Observer: _____

Worker(s) Observed:

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Date: _____

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SAFE LIFTING OBSERVER'S CHECKLIST

Lifting Heavy Object From Floor Using Knee/Lunge Lift

- ☐ Assessed the situation first
  - ☐ Checked the path for trip hazards
  - ☐ Checked the lighting to be sure it was sufficient
  - ☐ Checked the object to be lifted for weight sticker or handles
  - ☐ Nudged the object to get a sense of how much it weighs
- ☐ Placed one foot beside the object and one knee behind the object
- ☐ Grasped the object firmly
  - ☐ Used cup grip
- ☐ Brought the object as close to the body as possible
- ☐ Kept back as straight as possible
- ☐ Lifted object and stepped forward using legs and momentum to assist the lift

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SAFE LIFTING OBSERVER'S CHECKLIST

Picking Up Lighter Objects From the Floor (Golfer's Lift)

- ☐ Placed one hand on edge of an object (e.g table, chair) for balance
- ☐ Bent at the hip, not the waist
- ☐ Raised leg behind
- ☐ Straightened up as leg came down

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Lifting Objects From the Floor or Below the Waist

- ☐ Assessed the situation first
  - ☐ Checked the path for trip hazards
  - ☐ Checked the lighting to be sure it is sufficient
  - ☐ Checked the object to be lifted for weight sticker or handles
  - ☐ Nudged the object to get a sense of how much it weighs
- ☐ Selected the appropriate training (Ten steps from training on Basic Lifting Techniques)
- ☐ Chest and feet faced the direction the person needed to go
- ☐ Object was placed on shelf, etc., and then pushed into place

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SAFE LIFTING OBSERVER'S CHECKLIST

Lifting Objects at Waist Height Off Shelving

- ☐ Assessed the situation first
  - ☐ Checked the path for trip hazards
  - ☐ Checked the lighting to be sure it is sufficient
  - ☐ Checked the object to be lifted for weight sticker or handles
- ☐ Slid the object to the edge of the shelf before lifting it
- ☐ Placed feet shoulder width apart
- ☐ Kept back as straight as possible and ensure good grip
- ☐ Back up, turned using feet – did not twist body

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Lifting Banquet/Large Trays

- ☐ Bent knees
- ☐ Slid tray so weight is distributed on neutral wrist with palm up in front
- ☐ Walked forward while lifting

SAFE LIFTING OBSERVER'S CHECKLIST

Lifting Objects Requiring Two People

- ☐ Assessed the situation first
  - ☐ Checked the path for trip hazards
  - ☐ Checked the lighting to be sure it is sufficient
  - ☐ Checked the object to be lifted for weight sticker or handles
  - ☐ Nudged the object to get a sense of how much it weighs
- ☐ Found someone of similar height and strength to assist
- ☐ Decided on a communication method and chose one person to direct the lift
- ☐ Bent the knees
  - ☐ Feet shoulder width apart
- ☐ Grasped the object firmly
  - ☐ Used cup grip
  - ☐ Used handles
- ☐ Lifted the object at same time
  - ☐ Kept the back as straight as possible using legs and buttock muscles versus the spine
- ☐ Walked in the same direction (if possible) and at the same pace
- ☐ Placed the object down at the same time

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Revised: June 2022