TRAINING SIGN-IN

TOPIC(s): Lifting, Ladder Safety, Chop Saw Operations

Date: 12/17/14 (print) **Instructor** J. Borland (email)

1.	TRAVIS Stephen	Travis.Stephen@pdop.org
2.	Cody Girard	Girard.Cody@gmail.com
3.	Rodney Vadder	RODNEY.VADER@[redacted].com PDOP
4	John Reisner	johnny600@hotmail.com
5.	Conal Duffy	conalbduffy@gmail.com
6.	Jordan T. Savusa	jtsoles@yahoo.com
7.	Brad Egeberg	egeberg.brad@gmail.com
8.	Matt. Keenan	
9.	Rob Kurtz	rKurtz@pdop.org
10	Robert Rochon	R.Rochon@pdop.org
11.	Christine Bradley	C.BRADLEY@pdop.org.
12.	Roberto A Reatega	Roberto.Reatega@PDOP.org
13.		
14.		
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Lifting Safety

Lifting Safety: Tips to Help Prevent Back Injuries

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Have you checked the object before you try to lift it?

- Test every load before you lift by pushing the object lightly with your hands or feet to see how easily it moves. This tells you about how heavy it is.
- Remember, a small size does not always mean a light load.

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Is the load you want to lift packed correctly?

- Make sure the weight is balanced and packed so it won't move around.
- Loose pieces inside a box can cause accidents if the box becomes unbalanced.

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Is it easy to grip this load?

- Be sure you have a tight grip on the object before you lift it.
- Handles applied to the object may help you lift it safely.

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Is it easy to reach this load?

- You can be injured if you arch your back when lifting a load over your head.
- To avoid hurting your back, use a ladder when you're lifting something over your head.

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What's the best way to pick up an object?

- Use slow and smooth movements. Hurried, jerky movements can strain the muscles in your back.
- Keep your body facing the object while you lift it. Twisting while lifting can hurt your back.
- Keep the load close to your body. Having to reach out to lift

More Information

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and carry an object may hurt your back.
- "Lifting with your legs" should be done only when you can straddle the load. To lift with your legs, bend your knees, not your back, to pick up the load. Keep your back straight.
- Try to carry the load in the space between your shoulder and your waist. This puts less strain on your back muscles.

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How can I avoid back injuries?

- Pace yourself. Take many small breaks between lifts if you are lifting a number of things.
- Don't overdo it--don't try to lift something too heavy for you. If you have to strain to carry the load, it's too heavy.
- Make sure you have enough room to lift safely. Clear a space around the object before lifting it.
- Look around before you lift, and look around as you carry. Make sure you can see where you are walking. Know where you are going to put down the load.
- Avoid walking on slippery, uneven surfaces while carrying something.
- Don't rely on a back belt to protect you. It hasn't been proven that back belts can protect you from back injury.
- Get help before you try to lift a heavy load. Use a dolly or a forklift if you can.

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LADDER SAFETY GUIDELINES

PDRMA loss experience indicates that employees have used many different objects for "makeshift ladders" in order to complete a task above ground level. Objects used include swivel chairs, folding chairs, tables, file cabinets, loaded boxes, machinery, trash cans, delivery crates, picnic tables and the like. These objects made poor choices as ladders because of their instability, varying riser height (step-up and step-down), surface conditions, and strength.

Although the risk associated with climbing can seldom be eliminated, it can be reduced considerably by following a few simple guidelines:

1. ALWAYS make a ladder or step stool your choice when faced with the need of gaining some height to complete a task. This is especially important with lengthy tasks involving several minutes or more such as cleaning or painting.

2. Store ladders and step stools in areas which call for their use frequently, i.e., tool cribs or filing rooms. Consider building permanent platforms or fixed ladders, positioning OSHA-approved mobile stairs, installing hideaway ladders, etc. in these cases. Also give consideration to purchasing reach-and-grab devices, i.e., for getting cans down from a top shelf in a food pantry.

3. NEVER improvise by fabricating a makeshift ladder or step stool. Whatever might be handy may turn against you in a moment! Makeshift ladders are never quite right and may make you overreach. Severe injuries have resulted from falls occurring from only a few inches in the air.

4. Follow safety rules and procedures established for specific storage areas such as for lofts, shelving units, wall systems, powered vehicles and accessories, office equipment and the like. Include this information in new employee orientations and inservice training sessions.

5. Do not be afraid to ask for the location of the nearest ladder or step stool. Don't forget to put it back for the next person to use. Also, don't overestimate your ability to climb - **ask for help!**

Safety Meeting Presentation

Ladder Safety

Note: You may want to have samples on hand of the types of ladders your people use. If you have defective ladders, they can serve as especially effective visual aids.

When it comes to basic workplace equipment, it doesn't get much simpler than the ladder. Because ladders are so simplistic, many people overlook their potential hazards. Yet falls account for 15% of workplace injuries and deaths. Many of these falls ar e from ladders and may have been prevented if a few basics had been followed.

Ladder Hazards

Two questions you should ask each time you use a ladder are:

- ✓ What condition is the ladder in?
- ✓ Am I using the right ladder for the job?

Inspecting the Ladder

When checking the condition of the ladder, keep these guidelines in mind:

- ☞ Rungs must be intact and free from grease or oil
- ☞ Make sure there are no splinters or sharp edges
- ☞ See that metal ladders are not dented or bent
- ☞ Safety feet should be in place
- ☞ All support braces and bolts must be secure
- ☞ Make sure ropes are not torn or frayed
- ☞ Make sure the hinge spreader works
- ☞ Type I-A ladders are heavy-duty and can handle up to 300 lbs.
- ☞ Type I ladders can hold up to 250 lbs
- ☞ Type II ladders can hold 225 lbs
- ☞ Type III ladders are for light duty only and can hold up to 200 lbs

Ladders also vary in length. Choose one that is high enough for the job, but not so high that it becomes a hazard

Using Ladders Safely

Some other thing to remember include:

- ✓ Make sure the ladder's feet are parallel to the surface it rests against
- ✓ Make sure the base is tied or held and that the top is anchored
- ✓ Avoid the top two steps of a stepladder and the top four rungs on other ladders
- ✓ Always face the ladder while using
- ✓ Place the ladder at a safe angle. The distance from the bottom of the ladder to the wall should be about 1/4 of the ladder's working height
- ✓ Do not use ladders that have been exposed to fire or corrosive chemicals
- ✓ Do not use a ladder for unintended purposes, such as in place of scaffolding
- ✓ Never allow more than one person on a ladder at a time

properly.

Note: OSHA requires that defective ladders be removed from service and tagged or marked as "Dangerous, Do Not Use" Discuss how this process works in your area

Choosing the Ladder

When choosing a ladder, first check the weight limit. Ladders are usually rated as follows:

✓ Use both hands when climbing a ladder

✓ Avoid excessive stretching or leaning

Conclusion

Ladders are a pretty simple type of equipment. But don't allow that simplicity to get in the way of following safe procedures. As soon as you start feeling like an accident won't happen, the possibility of it occurring skyrockets.

Have a Safe Day!

EHSC Home

LADDER SAFETY
QUIZ

1. Every time you use a ladder you should ask yourself:
   a) Is this the _____ _____ for the job?

   b) What _____ is this ladder in?

2. What is the maximum number of people allowed on a ladder?

3. As a rule, if your _____ goes past the ladder's side rail, you are leaning too far.

4. Falls from ladders account for _____% of workplace injuries and deaths.

5. The ladder's feet should be _____ to the surface it rests against.

6. You should check the ladder for splinters and sharp edges. T F

7. Ladders may be used to support scaffold planks. T F

8. Use both hands while climbing a ladder. T F

9. Always face the ladder while using it. T F

10. It is possible to have the ladder's feet too far from the wall. T F

STIHL CHOP SAW

I. EQUIPMENT
- A. Safety Glasses
- B. Ear Protection
- C. Work Gloves
- D. Dust Mask / Filter Mask
- E. Logging Helmet (recommended)
- F. Chop Saw
- G. Fuel (50-1 mix)

II. PERSONNEL
- A. Operator
- B. Assistant
  1. helps set work
  2. safety back-up

III. OPERATION
- A. Prep Saw
  1. check cutting wheel
     - a. proper type
       - i. for machine: cutting speed (5350 rpm minimum)
       - ii. concrete, stone, metal, etc. pp.6, 21
     - b. damage p. 6
  2. check /clean air filter / carburetor
  3. check fuel
     - a. 50-1 mix only
     - b. clean area around filler cap
     - c. fill tank
  4. adjust wheel guard
- B. Start pp. 9, 10
  1. do not drop start
  2. check idle speed: WHEEL SHOULD NOT ROTATE AT IDLE
- C. Procedure pp. 13-16
  1. reactive forces pp.14-15
  2. body position
     - a. hold machine with both hands
     - b. maintain firm footing (do not use on ladder)
     - c. position body to be clear of cutting wheel
     - d. do not cut above shoulder height
  3. saw use
     - a. always cut at full throttle
     - b. cut straight across, do not move saw from side to side
     - c. move saw back & forth along cut

d. be alert to shifting of work piece
e. ease pressure at end of cut

IV. MAINTENANCE

A. Clean-up pp. 16-17
   1. clean dust off machine
   2. clean air filter REPLACE PROPERLY
   3. clean carburetor
   4. tighten all nuts, bolts, & screws (except carburetor adjustment screws

B. Storage
   1. store saw in secure area (trailer #1)
   2. if not using within days, drain fuel tank & run engine dry
   3. remove wheel, store wheels on flat surface

CHOP SAW OPERATIONS
QUIZ

1. What is the minimum number of staff needed to operate the chop saw?
2. What type of fuel does the chop saw use?
3. When cutting metal, what type of cutting wheel should you use?
4. At the end of a cut always…..
5. If not being used within a few days, what three additional steps should be taken before putting the saw in storage?

True/ False

6. Hearing protection is recommended, but not required.
7. If a composite wheel has a chip less than 1/8in. in depth, it may still be used.
8. When saw is idling, the cutting wheel should not rotate.
9. To begin a cut, put the saw on the material to be cut, and start cutting by accelerating the saw.
10. Cutting a curve may cause the cutting wheel to shatter.
11. If necessary to avoid cutting above shoulder height, use a ladder.
12. To maintain control, always hold saw low and directly in front of your body.
13. Always store cutting wheels on a flat surface.

Name _____ **Date** _____