

MOVER

Ref. Code: M-M-1

| REARRANGING AND MOVING FURNITURE, SUPPLIES, FREIGHT, ETC. | | |
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| Activity | Hazard Identification | Required Precautions |
| 1. Driving to and from work site. | 1. Motor vehicle accident; striking pedestrians, bicyclists, or persons using rollerblades. | 1. Wear prescription lenses, if required, and seatbelt. Verify that all equipment on vehicle is secured properly. Stay alert for pedestrians, bicyclists, and persons using rollerblades. |
| 2. Rearranging furniture and office equipment. | 2a. Dropping object on feet; smashing hands. | 2a. Make sure you have a good grip on what you are handling. Use the proper number of people and the proper mechanical equipment to lift the object. Communicate with coworkers when getting object down. Safety shoes should be worn. |
| | 2b. Back strain. | 2b. Know your weight lifting capacity and get help if needed. Lift using leg muscles. Keep back straight. Use proper mechanical equipment for lifting. If lifting with a partner, have good communication. |
| | 2c. Struck by objects that fall from the top of furniture; injuries to eyes. | 2c. Wear safety glasses. If possible, check the top of object before moving to verify it is clear. |
| 3. Moving furniture, supplies, and freight to and from truck. | 3a. Dropping object o feet; smashing hands. | 3a. Make sure you have a good grip on what you are handling. Use the proper number of people and the proper mechanical equipment to lift the object. Communicate with coworkers when setting object down. Safety shoes should be worn. |

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| | 3b. Back strain. | 3b. Know your weight lifting capacity and get help if needed. Lift using leg muscles. Keep back straight. Use proper mechanical equipment for lifting. If lifting with a partner, have good communication. When using a dolly to hoist object onto truck, two people are required: one to pull dolly from inside truck and one to lift from the ground. |
| | 3c. Getting hands or feet caught between truck and lift gate. | 3c. Keep hands and feet away from edge of lift gate, especially between the gate and the truck. Communicate with the operator of the lift gate. |
| | 3d. Struck by objects that fall from the top of furniture; injuries to eyes. | 3d. Wear safety glasses. If possible, check the top of object before moving to verify it is clear. |
| 4. Using forklift to lift extremely heavy objects (600+ lbs.). | 4a. Motor vehicle accident; striking pedestrians, bicyclists, or persons using rollerblades. | 4a. Wear prescription lenses, if required. Verify that all equipment on vehicle is secured properly. Stay alert for pedestrians, bicyclists, and persons using rollerblades. |
| | 4b. Struck by forklift; object falling off forklift and striking workers. | 4b. Keep a safe distance. Anyone not required to be near the sides of the forklift should be in the truck or behind the forklift. Stay alert. Communicate with the forklift driver. |
| 5. Using dolly or handcart. | 5. Object falling off dolly or handcart. | 5. Always strap object onto handcart. Place object in center of dolly in a stable position. |
| 6. Loading and unloading objects from dolly or handcart. | 6a. Object falling off and striking worker; smashing hands; dropping object on foot. | 6a. Take your time. Communicate with coworker. Know your weight lifting limit. |
| | 6b. Back strain. | 6b. Know your weight lifting limit and get help if needed. Lift using leg muscles. Keep back straight. |
| 7. Using desk-mover. | 7a. Catching fingers in locking mechanism. | 7a. Watch desk to ensure it does not move. Make sure you have a good grip on the handle. |

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| | 7b. Object falling on foot. | 7b. Make sure lock has been engaged. |
| | 7c. Hit in face with handle when removing desk from desk-mover. | 7c. Desk must not exceed weight limit for desk-mover (350 lbs.). |
| | 7d. Object falling off desk-mover. | 7d. Stay alert for holes and uneven pavement. Stay away from grassy or muddy areas. Two people are required to move object on desk-mover: one to steer and one to push. |
| 8. Using box-mover. | 8a. Catching fingers when transforming equipment from hand truck to box mover. | 8a. Watch what you are doing. Keep hands away from locking mechanism. |
| | 8b. Boxes falling off. | 8b. Push mover over even surfaces. Do not stack boxes too high. Do not exceed weight limit of box-mover (350 lb. Limit when used as hand truck and 550 lb. Limit when used as box-mover). |
| 9. Securing objects in truck with J-channel straps. | 9a. Rope could break, striking worker and/or causing worker to fall. | 9a. Take your time. Inspect ropes regularly. Use proper thickness of rope. Wear safety glasses. |
| | 9b. Wooden slats could break, striking worker and/or causing worker to fall; splinters in eyes and face. | 9b. Inspect slats before tying rope on. Tie rope to a sufficient number of slats to support the weight. Wear safety glasses. |
| 10. Opening and closing door of moving truck. | 10. Smashing fingers in door. | 10. Keep fingers away from door opening. |