



**HEALTH, SAFETY,
& ENVIRONMENTAL**



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MANUAL & MATERIAL HANDLING — HANDS-OFF APPROACH

Manual and material handling exposes employees to pinch points, caught-between hazards, strains, cuts, and serious line-of-fire events. Our first choice should always be to keep hands and body parts away from loads whenever practical.

HANDS OFF — FIND A BETTER WAY

Before physically gripping, supporting, steadying, or guiding material, ask:

“Can we move or control this without putting our hands in the hazard?”

Consider:

- Load-handling tools: push/pull poles, taglines, pinch bars, pry tools, hooks, etc.
- Mechanical means: cranes, hoists, forklifts, carts, dollies, or other lifting equipment.
- Cutting demolition material into smaller, manageable pieces rather than double-handling large or awkward objects.
- Other methods that keep personnel out of pinch points and the line of fire.

If the planned mechanical lifting device is unavailable or down, STOP and ask: Does this job need to be done now, or can it wait? Equipment being unavailable does not automatically make manual handling acceptable.

IF YOU MUST PUT HANDS ON THE LOAD — EXPLAIN WHY

If direct hand contact cannot reasonably be eliminated, it must be discussed, documented, and mitigated on the JSEA.

The JSEA must explain WHY hands-on handling is necessary and identify the specific controls that will protect employees.

SAFETY ALERT





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BEFORE MOVING MATERIAL — VERIFY:

- Weight, size, stability and center of gravity.
- Can the material shift, roll, swing, tip, fall or unexpectedly move?
- Is it awkward? Can it be made smaller or easier to handle?
- Are additional people actually needed to safely handle it?
- Where are the pinch points and line-of-fire exposures?
- If using a cart, are brakes set, wheels chocked and/or the load secured?
- Is one person identified to guide/direct the load?
- Has clear communication been established before moving or setting the load?
- Are the correct gloves being worn for the material and task?

SAFE TO START

Use the Safe to Start conversation to discuss how the material will be moved, where hands and bodies will be positioned, and what could happen if the load moves unexpectedly.

If the conditions or plan change:

STOP • REASSESS • UPDATE THE JSEA • ESTABLISH A NEW SAFE PLAN

YOUR HANDS ARE NOT LOAD-HANDLING TOOLS

Never use your hands to control an uncontrolled load. Plan the movement, use the proper equipment, stay out of the line of fire, and keep hands away from pinch points.

Proper use of the GIS LIFE Processes can help to create a FAIL-SAFE Work Environment

