

LOCATION OF WORK	WRITTEN BY:	APPROVED BY:	DATE:	LAST REVISION:
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HAZARDS PRESENT	PERSONAL PROTECTION EQUIPMENT (PPE)	ADDITIONAL REQUIREMENTS
<ul style="list-style-type: none"> • Muscle strains & back injuries • Exhaustion • Crush hazard • Awkward postures 	<ul style="list-style-type: none"> • No open toed footwear • Protective gloves • Long pants • Long sleeves 	<ul style="list-style-type: none"> • Tie back long hair • Lifting training

SAFE WORK PROCEDURE

PROCEDURE:

1. The Shoulder Dolly includes two lifting harnesses with a metal buckle in the front.
2. Put the harness on:
 - Separate the webbing and lift it up and over your head.
 - Adjust the harness so that the metal buckle is by your waist and the X is in the middle of your upper back.
3. The word "FRONT" should be facing up on the buckle.



4. Place the 12' long lifting strap under the bulk of the weight of the object you wish to move. You can either tip the object and slide the strap under, or if the object has legs, you can slide it under from one side. The strap should be under the majority of the weight – Eg: place towards the back of a couch.
5. Position your body into a semi-squat by bending your knees — the deeper you squat, the higher the item will be lifted. Keep your back in an upright straight position, don't lean toward the object.
6. Weave the lifting strap through the 5" metal tension buckle – Start with webbing going under the buckle, then weave behind the larger metal rod, then over the top and thread between the two rods. Pull the webbing through the buckle until tight.



7. To adjust the length of strap – turn the buckle horizontal to the ground, then pull the short end of the strap to make it tighter or the long end to make it shorter. When the buckle is vertical, the buckle will lock and allow you to stand up with the product being lifted off the ground.
8. Adjust the length of the strap so that when you stand up, there is some tension on your shoulders. If one person is taller, then they'll have more webbing from the floor to the buckle than the shorter person.
9. There may be excess webbing after you lift the object. To ensure that you don't trip over the excess webbing, tie it around your body, or tuck it into your pants.
10. With straight arms, push against the object you are moving (VERY IMPORTANT!) this will keep your back in proper ergonomic alignment and put the weight of the object on your legs and shoulders.
11. Simultaneously you and your partner need to push against the object with your arms until they are straight, and slowly straighten your legs — balancing the object with your arms.
Communicate at all times with your lifting partner.



REGULATORY REQUIREMENTS

- WS&H Act W210, Section 4, 5, 7, 7.1
- MB. Regulations 217/2006,
 - Part 2, Section 2.1 Safe Work Procedures
 - Part 6, Section 6.1 PPE
 - Part 8, Musculoskeletal Injuries
- Operators Manual