FOUR STEPS TO PROPER LIFTING

1. SIZE UP THE LOAD
   - Use a hand truck if possible.
   - Get help if you need it.
   - Check for slivers, nails, exposed staples.
   - Use gloves if necessary.
   - Make sure you have a clear path to where you are moving it to.

2. LIFT
   - Bring the load as close to you as possible before lifting.
   - Lift with your legs, not your back.
   - Keep your head up, your back straight and bend at your hips.

3. MOVE
   - Keep the load close to your body.
   - Look where you are going.
   - Shift your feet to turn, don’t twist your body.

4. GET SET AND LOWER
   - When setting a load down, let your leg muscles carry it down.
   - Make certain your fingers and toes are clear before setting the load down.