



MANAGING THE RISK

A STEP-BY-STEP GUIDE

Use the **Hierarchy of Controls** to effectively control hazards and protect yourself and others at work. Here's an example:

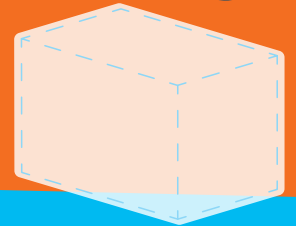
Always try to get rid of the hazard entirely if possible. If not, try to make the task safer with equipment or changes to the workplace itself.

MOST

STEP 1 ELIMINATION

(remove the risk)

Don't store heavy boxes on high shelves



STEP 2 SUBSTITUTION

(replace the dangerous task)

Use smaller boxes so the weight is limited



STEP 3 ISOLATION

(isolate the hazard)

Installing guardrails on those high shelves to prevent boxes from falling



STEP 4 ENGINEERING CONTROLS

(physically modify task)

Use a mechanical aid of some sort



STEP 5 ADMINISTRATIVE CONTROLS

(change the way the task is performed)

Train everyone on the proper way to lift heavy objects



STEP 6 PERSONAL PROTECTIVE EQUIPMENT (PPE):

As a last line of defence, wear a back support belt to help with lifting

LEAST

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