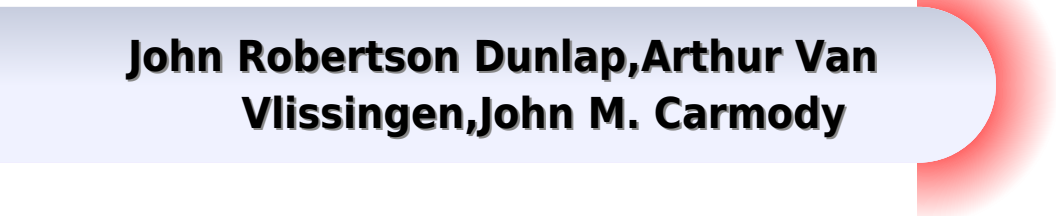


| Department:                                                                                                                                                                                 |   |   |     |                   |                                 |               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|-----|-------------------|---------------------------------|---------------|
| Location:                                                                                                                                                                                   |   |   |     |                   |                                 |               |
| Inspector:                                                                                                                                                                                  |   |   |     |                   |                                 |               |
| Date:                                                                                                                                                                                       |   |   |     |                   |                                 |               |
| INSPECTION ITEMS                                                                                                                                                                            | Y | N | N/A | Corrective Action | Corrected at time of inspection | Date Complete |
| <b>Job Design</b>                                                                                                                                                                           |   |   |     |                   |                                 |               |
| 1. When possible, jobs are designed to minimize manual material handling.                                                                                                                   |   |   |     |                   | <input type="checkbox"/>        |               |
| 2. When possible, mechanical lifting devices (forklifts, hoists, cranes, and block and tackle) are used.                                                                                    |   |   |     |                   | <input type="checkbox"/>        |               |
| 3. Manual lifting and carrying devices (dollies, hand trucks, pry bars, and hooks) are available and in good condition.                                                                     |   |   |     |                   | <input type="checkbox"/>        |               |
| 4. Where possible, materials and equipment are used that are easy to lift and carry (for example, bricks with handholds or fiberglass ladders).                                             |   |   |     |                   | <input type="checkbox"/>        |               |
| 5. Where possible, materials and equipment are used that are easy to lift and carry (for example, bricks with handholds or fiberglass ladders).                                             |   |   |     |                   | <input type="checkbox"/>        |               |
| 6. Where possible, materials are ordered in small, light quantities (for example, 3-foot drywall or small packages of cement).                                                              |   |   |     |                   | <input type="checkbox"/>        |               |
| 7. Lifting tasks are divided among workers to reduce repetitive lifting.                                                                                                                    |   |   |     |                   | <input type="checkbox"/>        |               |
| 8. Heavy materials which must be lifted manually are stored off the ground, no lower than knee height. (This limits the height of the lifting required, and reduces pressure on the spine.) |   |   |     |                   | <input type="checkbox"/>        |               |
| 9. Heavy materials are stored where there is enough space to lift them safely, without reaching or twisting.                                                                                |   |   |     |                   | <input type="checkbox"/>        |               |
| 10. When possible, jobs are designed to minimize manual material handling.                                                                                                                  |   |   |     |                   | <input type="checkbox"/>        |               |
| <b>Training</b>                                                                                                                                                                             |   |   |     |                   |                                 |               |
| 11. Workers have been trained about all identified lifting hazards on the job                                                                                                               |   |   |     |                   | <input type="checkbox"/>        |               |
| 12. Workers have been trained in safe lifting techniques                                                                                                                                    |   |   |     |                   | <input type="checkbox"/>        |               |
| <b>Work Practices</b>                                                                                                                                                                       |   |   |     |                   |                                 |               |
| 13. Materials are delivered as close as possible to where they will be used.                                                                                                                |   |   |     |                   | <input type="checkbox"/>        |               |
| 14. Loads are split up to reduce weight.                                                                                                                                                    |   |   |     |                   | <input type="checkbox"/>        |               |
| 15. Walkways are kept clear to allow use of material handling devices like carts and dollies.                                                                                               |   |   |     |                   | <input type="checkbox"/>        |               |

# Manual Material Handling Inspection Checklist

**John Robertson Dunlap, Arthur Van  
Vlissingen, John M. Carmody**



## **Manual Material Handling Inspection Checklist:**

**Fire and Life Safety Inspection Manual** Robert E. Solomon, 2002 Protect lives and property with state of the art guidance on conducting safe thorough accurate inspections Expanded with updated facts and new chapters Completely revised and updated to reflect the latest procedures and code requirements the Fire and Life Safety Inspection Manual is your step by step guide through the complete fire inspection process with special emphasis on life safety considerations Formerly the NFPA Inspection Manual it covers the full range of hazards and gives you solid advice on identifying and correcting problems Easy to follow checklists help you remember and record every important detail Early chapters provide important background information while the second half presents inspection guidelines for specific fire protection systems and occupancies that are based on the Life Safety Code R In addition to discussing fundamentals such as inspection procedures and report writing this comprehensive manual now includes all new chapters on Housekeeping and Building Procedures Water Mist Systems Day Care Occupancies Ambulatory Health Care Facilities and Semi Conductor Manufacturing With 150 illustrations more sample forms and a larger format this acclaimed manual is more helpful than ever Perfect for use in the field the Manual features a new 8 1 2 x 11 size with full page checklists at the back of the book linked to individual chapters Detailed visuals throughout help you understand complicated concepts Whether you re just starting your career as a fire inspector or ready to brush up on the basics the Fire and Life Safety Inspection Manual has the reliable inspection advice you need

**Index of Specifications and Standards**, 1990 *Rigging Equipment: Maintenance and Safety Inspection Manual* Joseph MacDonald, 2010-10-05 Safely maintain and operate rigging equipment Rigging Equipment Maintenance and Safety Inspection Manual is a must have for rigging contractors facility managers and equipment operators Featuring regulations standards guidelines and recommendations applicable to critical lifts this practical guide provides maintenance and safety inspection checklists for rigging equipment components and systems and addresses the required training planning and documentation The safe rigging practices recommended in this book are framed in general terms to accommodate the many variations in rigging practices Coverage includes Operating rules rigging hazards OSHA regulations consensus standards and industry guidelines Operator qualifications safe operating practices and operating procedures Planning and preparation before performing rigging Lifting and hoisting equipment and rigging and scaffolding systems Ladders stairways ramps hand and power tools and electrical systems Maintenance schedules care and safe operation of equipment Inspection checklists for rigging equipment before during and after use Testing certification and registration of rigging equipment Preventive maintenance recordkeeping based on equipment manufacturer s recommendations Proper use of personal safety and protective equipment

Monthly Catalogue, United States Public Documents, 1990-03 **Accident Prevention Manual for Industrial Operations** National Safety Council, 1980 **The Modern Materials Handling Materials Handling Manual**, 1959 Monthly Catalog of United States Government Publications United States.

Superintendent of Documents,1990      *Plant Engineer's Manual* ,1929      **Western Aerospace** ,1962      **National Safety News** ,1923      **Factory and Industrial Management** John Robertson Dunlap,Arthur Van Vlissingen,John M. Carmody,1929      **Organizational Mechanic/repairman Course, Special Purpose Equipment, Materials Handling** ,1965      *The Manual of Industrial Safety* Sidney James Williams,1927      Manual American Railway Engineering Association,1916      **The American Architect Specification Manual** ,1925      CIS Abstracts International Occupational Safety and Health Information Centre,1984      **Methods, Standards, and Work Design** Benjamin W. Niebel,1999 This tenth edition updates the material of the previous edition so that it corresponds with recent technical changes though the foremost reason for the revision is to emphasize the importance of ergonomics and work design as parts of methods engineering The textbook integrates both the traditional elements of motion and time study and the human factors of ergonomics into one book In this day and age the industrial engineer needs to consider both the issues of productivity and their effects on the health and safety of the worker simultaneously something this volume aims to help with through its offering of questions problems and sample laboratory exercises and its online provision of forms and information      **ACI Manual of Concrete Practice** American Concrete Institute,2003      On the Practice of Safety Fred A. Manuele,2003-05 An insightful examination of best safety practices The completely revised and updated Third Edition of the benchmark On the Practice of Safety thoroughly covers subjects that must be mastered by anyone seeking to attain professional status in the practice of safety Like its predecessors the Third Edition provides a solid foundation for the study of the practice of safety in degree programs Additionally it serves as a basis for self analysis by those safety professionals who seek to improve their performance gain recognition from management for providing value and achieve professional status On the Practice of Safety s distinctive essay format provides a penetrating exploration of a variety of subjects not possible in a standard reference The Third Edition expands on the content of the former edition adding updated statistics to reflect recent trends and developments in the field In addition to a greatly extended chapter on quality and safety author Fred Manuele contributes four new chapters Heinrich Revisited Truisms or Myths Addressing Severe Injury Potential Acceptable Risk Behavior Based Safety Each chapter is a self contained unit that offers comprehensive coverage of a particular topic All of the chapters in the Third Edition reflect the increasing professional incidence of safety occupational health and environmental affairs falling under a common management and address each issue accordingly On the Practice of Safety continues to be an unparalleled resource on best safety practices      **Motion and Time Study Manual** James Allan Parton,1952

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