



SAFETY FOR WAREHOUSE AND MATERIAL HANDLING

Website: www.btsconsultant.com

Email: info@btsconsultant.com

Telephone: 00971-2-6452630

SAFETY FOR WAREHOUSE AND MATERIAL HANDLING

Course Objectives:

By the end of this course delegates will be able to:

- Understand the role and responsibility of employer and employees towards achieving safety goals at warehouse and handling materials
- Understand the existence hazards in warehouse and while handling materials and manage it.
- Practice proper manual handling of materials and suitable tools and machinery.
- To develop a more disciplined and good attitude of employees through 5'S' practices by creating a clean, safety and health working environment.
- Understand and having awareness of practicing safe safety behavior at workplace.

Course Outline:

1. Understanding of legal requirement related to Materials Handling & Warehouse safety

- Factories and Machinery Act 1967
 - i. Section 10 - Safety, Health and Welfare
 - ii. Factories and Machinery (Safety, Health and Welfare) Regulations 1970
- Occupational Safety and Health Act 1994
 - i. Section 15 - General duties of Employer
 - ii. Section 24 - General duties of Employee

2. The introduction of Occupation Safety & Health at workplace with focusing on Materials Handling & Warehouse Safety

- Policy
- HIRARC (Hazard Identification, Risk Assessment & Risk Control)

- Safety Committee arrangement
- Audit & Inspection

3. Understanding the various types of Hazard at Warehouse

- Physical
- Ergonomics
- Chemical
- Electrical
- Psychosocial
- Biological

4. The basic concept of Safe Storing of Materials

- Stacking, Racking, Blocking or Interlocking
- Safe Load Limit
- Keep aisles and Passageways clear

5. Handling and Storage of Chemical

- Understand the concept of 'Cradle to Grave' and focusing on Receiving and Storage of Hazardous Chemical
- The understanding of Classification, Packaging & Labeling (CPL) of Hazardous Chemical Regulations
- The materials handling and understanding of interpretation of Chemical Safety Data Sheet (CSDS)
- Personal Protective Equipment (PPE) while handling chemical
- How to handle emergency situation of chemical spill

6. Ergonomics injuries and their causes related to Materials Handling

- The understanding of the term of Ergonomics
- Warehouse's Ergonomics
- i. Manual Handling
- ii. Safe Lifting
- Control Measure to reduce ergonomics' risk

7. The understanding of 5'S' concept of accident prevention program related to Materials Handling and Warehouse Safety

- Poor housekeeping can cause accident
- i. Physical Injury - tripping
- ii. Fire & Explosion incident
- iii. Health issue related to harboring of rats and pests

8. The importance of understanding to drive forklift safely in transporting materials

- Understanding of forklift, its features and condition
- i. Stability Triangle
- ii. Operating a Forklift Safely

- Inspection of forklift before using
- Authorize and competent forklift driver

9. The Hoist and Cranes for Warehouse Safety

- Registration of machinery with Department of Occupation Safety & Health (DOSH) & Requirement of Certificate of Fitness (CF)
 - i. Overhead Travelling Crane
 - ii. Portable Crane
 - iii. Scissor Lift
 - iv. Table Lifter etc
- Hoist & Crane Hazard and Major Causes of Accident

10. Work at Height Hazard for Warehouse Safety: Fall from Height

- **Working at Height**
 - i. Defective ladder
 - ii. Collapsed structure
 - iii. Scaffold - fixed or mobile
- **Fall Protection**
 - i. Safety Harness
 - ii. Lifeline

11. Orientation & Training Program for Warehouse Safety

- Orientation to new employees and refresher program
- On Job Training on Safe Operating Procedure

12. Recap & Conclusion