

60 SECONDS TO SAFETY



FACILITIES /
MAINTENANCE

STOCKING PRODUCT SAFELY IN STORAGE ROOMS

SENIOR LIVING COMMUNITIES

TO REDUCE YOUR RISK OF INJURY, PRACTICE THESE SAFETY TIPS

5 KEY STEPS FOR SAFE PRODUCT STOCKING



1

STORE HEAVY ITEMS AT WAIST LEVEL

Place frequently used and heavier products between knee and shoulder height to reduce bending and reaching.



2

KEEP BULKY LOADS SMALL AND MANAGEABLE

Break large shipments into smaller containers whenever possible to reduce lifting strain.



3

USE STEP STOOLS OR LADDERS FOR HIGH STORAGE

Never climb shelving. Use approved step stools or ladders to safely reach overhead items.



4

USE CARTS, DOLLIES, AND STOCKING AIDS

Move supplies with carts whenever possible. Push carts rather than pull them.



5

LIFT WITH YOUR LEGS AND ASK FOR HELP

Keep loads close to your body, avoid twisting, and team lift when necessary.



THINK BEFORE YOU STOCK!

Safe storage practices reduce injuries and make products easier to find and retrieve.

HAZARDS



OVEREXERTION & STRAINS

Heavy lifting, pushing, pulling, and carrying can cause back, shoulder, and knee injuries.



AWKWARD POSTURES

Reaching overhead, bending, twisting, and kneeling increase injury risk.



FALLING OBJECTS

Improperly stacked products can fall from shelves and strike employees.



SLIPS, TRIPS & FALLS

Boxes, carts, and cluttered aisles create walking hazards.



HAND AND FINGER INJURIES

Pinch points and sharp packaging materials can cause cuts and bruises.

SAFETY TIPS PPE

PERSONAL PROTECTIVE EQUIPMENT



Slip-Resistant Footwear



Work Gloves



Safety Glasses (when stocking maintenance supplies)



High-Visibility Vest (during deliveries or loading dock activities)



GENERAL SAFETY TIPS

- ✓ Inspect shelving for damage before loading.
- ✓ Place heavier items on lower and middle shelves.
- ✓ Store lighter items on upper shelves.
- ✓ Keep aisles clear and free of clutter.
- ✓ Never block exits, electrical panels, or fire equipment.
- ✓ Use mechanical aids whenever possible.
- ✓ Maintain three points of contact when using ladders.
- ✓ Avoid carrying loads that block your view.
- ✓ Report damaged shelving immediately.
- ✓ Follow facility storage and housekeeping procedures.



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