

TOOLBOX TALK 25/60

DATE:

TOPIC: STORE ROOM SAFETY

OBJECTIVE: TO ENSURE SAFE STORAGE CONDITIONS



Easiest way to conduct and document your safety meetings!

→ General

- 👉 Visually inspect for sharp objects or other hazards before putting hands, legs or other body parts into containers such as garbage cans, boxes, bags or sinks.
- 👉 Remove or bend nails and staples from crates before unpacking the crates.
- 👉 When cutting shrink wrap with a blade, always cut away from you and your co-workers.
- 👉 Move slowly when approaching blind corners.
- 👉 Do not use pallets or skids that are cracked, split or have other visible damage.
- 👉 Do not jump from elevated places such as truck beds, platforms or ladders.
- 👉 Do not lift slippery or wet objects; use a hand truck.
- 👉 Clearly mark all containers.

→ Stocking Shelves

- 👉 When manually stocking shelves, position the materials to be shelved slightly in front of you, so you do not have to twist when lifting and stacking materials.
- 👉 Remove one object at a time from shelves.
- 👉 Place items on shelves so that they lie flat and do not wobble.
- 👉 Place heavier loads on the lower or middle shelves.
- 👉 Do not let items overhang from shelves into walkways.

→ When Cutting Strapping Bands

- 👉 Wear safety glasses when cutting strapping bands, uncrating materials and driving nails.
- 👉 Use long handled snips when cutting strapping bands away from a shipping container.
- 👉 Stand to the side of the strapping band when cutting it.
- 👉 Obey all safety and danger signs posted in the workplace.

→ Chemical Storage

- 👉 Follow the safe handling instructions listed on the label of the container or listed on the corresponding Material Safety Data Sheet when handling each chemical stored in the stockroom.
- 👉 Do not smoke while handling chemicals labeled "Flammable."
- 👉 Do not store chemicals labeled "Flammable" near sources of ignition such as space heaters and sparking tools.
- 👉 Do not handle or load any containers of chemicals if the containers are cracked or leaking.

