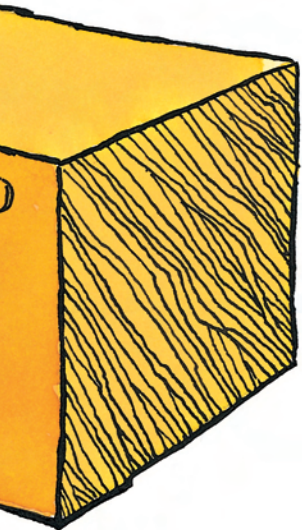


Tips on Preventing Back Injuries

- Identify job tasks that involve manual handling of material, and whenever possible, eliminate the tasks which involve lifting, carrying, twisting, pushing or pulling.
- Evaluate new hires and transferred employees' ability to meet the physical demands of a task.
- Teach workers the dangers of manual material handling, to recognize what loads they can handle safely, and to avoid unnecessary stress.
- Reduce the size and weight of loads to be lifted and the frequency of lifting activities where possible.
- Redesign tasks so that lifting is eliminated or can be done safely and smoothly. For example, make tables and conveyors height-adjustable.
- Redesign tasks that involve pushing, pulling and carrying. For example, decrease the weight of a load so it can be carried safely,

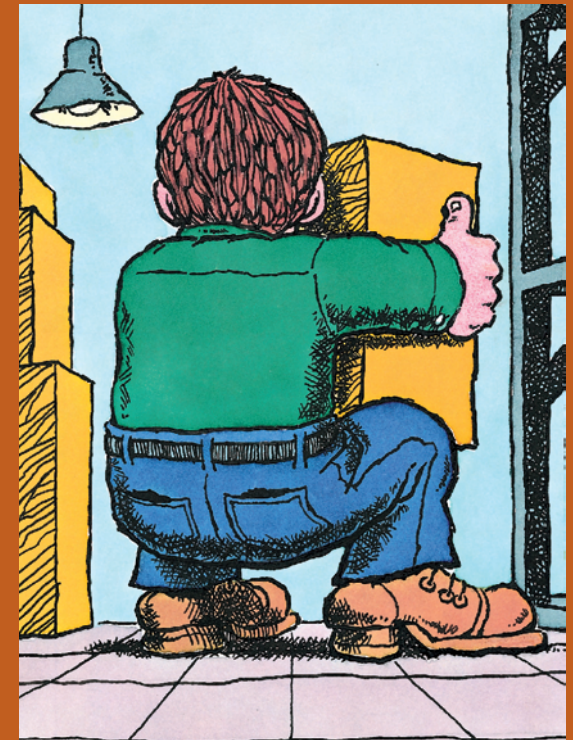
or increase its weight so it is necessary to use mechanical assistance, such as a forklift.



Remember, you can help control workers compensation claims and costs by ensuring that work areas are properly designed and that employees practice proper materials handling techniques.

For more information or assistance, contact your loss control representative, who can study your operation and initiate steps to remove or reduce hazards that can cause back injuries.

BACK TO BASICS



How to reduce back injuries...
and workers
compensation costs.

*From the
Loss Control Specialists of the
Utica National Insurance Group*



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Back injuries comprise more than a quarter of all job-related injuries nationwide. Help keep them from hurting your employees and business with the information provided in this brochure.

Facts on Back Injuries

- Back injuries comprise 26 percent of all occupational injuries.
- 30 to 40 percent of all workers compensation costs result from back injuries.
- 50 percent of all occupational-related back injuries result from manual handling of materials.
- 80 percent of all adults will suffer a back injury sometime in their lives.

Causes of Back Injuries

The following statistics show that of all the back injury claims resulting from manual material handling tasks, about:

- 37 percent involve lifting.
- 18 percent are from twisting.
- 18 percent are from pushing or pulling.
- 14 percent are from bending.
- 8 percent are from carrying objects.
- 5 percent are from falls.

Tips on Lifting Safely



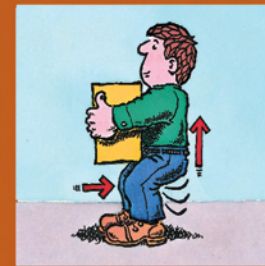
- **Think before you lift.**
If the load is too large or heavy, get help.



- **Bend your knees, not your waist.**
Bend down with your knees and position your legs on either side of the load to be lifted.



- **Get a firm footing.**
Place your feet about shoulders' width apart, with one foot alongside the load.



- **Lift with your legs.**
Let your leg muscles — not your back muscles — do the work of lifting.



- **Hug the load.**
Keep the load close to your body, because the closer it is to your spine, the less stress your back receives.



- **Keep your back upright.**
Don't add the weight of your body to the load.

