

Team Lifting and Load Moving Procedures

The following steps provide guidance for the safe selection of team lifters and for conducting the team lift process:

1. Determine that a team lift is the last option available for moving the load.
2. Can the load be divided to make it easier to manage?
3. Determine the weight of the load, and then calculate how many people will be needed to safely move it.
4. Choose people of a similar size and build to be on the team. Smaller or weaker persons will cause the others to work harder, potentially creating a hazardous situation.
5. If Personal Protective Equipment (PPE) is required, ensure that it is available for all members of the team. This should be checked again before lifting.
6. Assign a team leader to co-ordinate the lift.
7. The team leader should ensure that all members of the team know the correct technique for individual lifting.
8. The team leader should then advise the team of his/her instruction system. For example:
 - "On three we will lift together slowly."
 - "On three we will commence walking towards the new location."
 - What to do if an unexpected event arises in the journey
 - Advise when to slow down as the location is approached
 - "On three we will lower together slowly."
9. The assigned team leader should then go over the task and the path with the team members advising them of any necessary precautions.
10. The final stage is to position each of the team members appropriately and carry out the lifting and movement of the load.