



Hazards	heavy lifting, slippery conditions, poor lifting techniques, uneven surfaces, over exertion, cold, exhaustion, hyperthermia
Tools/Equipment	
Employee Group(s)	Facilities Management – Grounds & Transportation

Required PPE:



Safety Shoes



Ear Protection



Eye Protection

SAFE WORK PRACTICES

- Do not perform the procedure or operate the equipment until you have been appropriately trained and authorized to do so by your supervisor.
- Inspect required personal protective equipment (PPE) and replace if required.
- Make sure you are familiar with the mower and its safe use.
- Do not wear loose-fitting clothing, dangling jewelry, etc.
- Only physically fit, properly trained employees are to shovel snow. If you have medical problems, check with your doctor before shoveling snow.
- Use mechanized snow removal equipment whenever possible.
- Dress in layers of clothing so that as you get warm you can remove one or more layers and put them back on if you start to get cold.
- Do some exercises to warm up your muscles before shoveling.
- Use a shovel that is compatible to your height.
- Use light weight shovels.
- Do not allow snow to accumulate before shoveling.
- Shovel early in a snow fall and as frequently as possible while it falls. It is better to shovel often than to lift heavily packed, deep snow.
- Pushing snow is better than lifting.
- Only shovel a partial amount of the total depth of snow if the snow has accumulated to an appreciable depth.
- Keep the shovel close to your body.
- For better pressure/leverage, place one hand on the end of the shovel handle and one hand part way down the handle.
- Pace yourself for the job. Do not exert yourself in a short period of time.
- Avoid bending at the waist.
- Use your legs to lift a shovel full of snow.
- Avoid twisting actions. Do not throw shovels full of snow to the side or over your shoulder.
- Take breaks to avoid exhaustion.
- Drink water to stay hydrated.

NOTE: All PPE, tools and equipment shall be used in accordance with provincial OH&S legislation, manufacturer's specifications, applicable standards and codes of practice.



- Do not work outside for extended periods during extremely cold conditions.
- Avoid frost bite by wearing gloves and head and ear protection.
- Keep our face protected in very cold weather.
- Do not rub areas that are frost bitten. Place a hand on the area and warm it up slowly.

PROCEDURE

1. Follow Save Work Practice