

Safe Work Procedure: Emptying Garbage into Bins

Department/Area:	Approved by:	Date Created:	Review/Revision Date:
Maintenance/Custodial	Workplace Safety and Health Committee	Nov. 15, 2023	Annually

Potential Hazard	Risk level
Awkward/sustained postures - bend, reach, lift	High
Forceful exertions - lifting	High
Sharp points/edges - sharp materials	Low
Pinch points - bin lids	Low
Materials falling - bin lids	Low
Surfaces causing falls - icy, snow in winter	High
Biological pathogens - contact with waste	Low

Risk control devices, personal protective equipment, and other safety considerations	Training/Reference info
<ul style="list-style-type: none"> • Gloves to protect against rough/sharp surfaces and contaminants • Safety footwear 	<ul style="list-style-type: none"> • On-the-Job training • Safe lifting orientation

Note: Common signs and symptoms of a musculoskeletal injury (MSI) can include pain, burning, swelling, stiffness, numbness/tingling, and/or loss of movement or strength in a body part. Report these to your supervisor.

The direct supervisor must ensure that employees who report to him/her are trained and follow this safe work procedure.

Steps to complete this task safely:

- Assess the load. Do not attempt to lift or carry heavy or awkward loads by yourself. Use a lift aid or get assistance.
- Wear gloves when lifting or moving garbage bags, and sharp-edged or rough materials.
- Use stairs or a lift if items are beyond a comfortable reach, or if reaching up is repetitive.
- If the garbage bin is outside and has a lid, be aware of wind that could rip the lid out of your hand. Keep your arms and head out of the lid's path when closing or opening it, if wind has the potential to catch the lid. If possible, ensure there is enough room to lift properly and travel by moving any obstructions.
- Follow proper lifting and carrying procedures:
 - Use a wide stance either side to side or front to back (lunge position). Get close to what you have to lift.
 - Get a good grip before lifting.
 - Bend your knees and hips.



- Try to keep your back straight, shoulders back and elbows in.
 - Lift by pushing with your legs. If you're using a lunge position, push more through your front leg.
 - Don't hold your breath.
 - Keep the load close to your body when lifting or carrying.
 - Turn by taking small steps with your feet. **Do not** twist your back when lifting, lowering or carrying.
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- Using the technique above, place the bag into the bin or lift the garbage container, balance it on the ledge of the bin, and tilt it to dump the garbage. Do not try to swing and throw heavy bags or other items into the bin.
 - When two or more people are lifting or carrying a load, they should decide how to handle the load before lifting. One person should determine the count to lift.