

## Brief health and safety instructions for warehouse and transport work and the list of work prohibited to young people.

### Organisation of manual handling work:

1. Objects moved by hand, should be as close to the body as possible, the load increases with the distance between the weight and the worker (we recommend a short film from NAPO: <https://www.napofilm.net/pl/napos-films/napo-lighten-load/view-scenes> )
2. Methods of moving objects by hand must not entail a risk of injury, this applies especially to spinal injuries!
  - The object being moved must not obstruct the view of the worker who is carrying it;
  - sharp or protruding objects must be secured in such a way that there is no risk of injury;
  - The surface on which the objects are moved must be even, stable and non-slippery.
3. **Objects MUST NOT be moved if:**
  - **the action is to be performed only by twisting the worker's torso,**
  - **the worker's body is in an unstable position,**
  - **the inclination of the worker's torso exceeds 45°,**
  - **there is a likelihood of a sudden change of centre of gravity or bending of the object**
4. Bulky, unstable and difficult-to-handle objects must only be moved using appropriate support equipment that ensures safety during the work.
5. It is prohibited to move or roll objects
  - on ramps not permanently connected to the structure of the building,
  - on ramps with an inclination of more than 15° , and
  - On stairs with an inclination of more than 60°.
6. When pushing or pulling:
  - if you are pushing - lean forward,
  - if you are pulling, lean back,
  - avoid twisting and bending your back,
  - check the condition of the transport route before starting work, check the condition of auxiliary equipment,
7. Moving objects by one worker:
  - lifting and moving of loads- fixed work: 30kg- men , 12kg- women (for pregnant women 3kg and breastfeeding women 6kg),
  - lifting and moving of loads - casual work: 50kg- men, 20kg- women (in the case of pregnant women - 3kg, and breastfeeding women - 10kg),
  - Lifting and moving of loads above the shoulder rim- permanent work: 21 kg- men, 8 kg- women,
  - lifting and moving of loads above the shoulder girdle casual work: 35 kg- men, 14 kg- women,

### Collective handling

1. Objects should be carried in teams if:
  - length exceeds 4m,
  - weight exceeds 30kg for men and 20kg for women
2. There should be no more than:
  - in permanent work - 25kg for men and 10kg for women
  - in casual work - 42kg for men and 17kg for women.
3. When carrying objects in teams, it is necessary to ensure:
  - selection of workers in terms of height, age and supervision of a worker experienced in the use of appropriate manual handling methods and work organisation - designated by the employer,
  - a distance of at least 0.75 m between workers,
  - use of appropriate assistive equipment.
4. It is forbidden to move manually in teams objects weighing more than 500kg for men and 200kg for women and for a distance exceeding 25m.

5. It is prohibited to:
- **the performance of manual handling work by pregnant and breastfeeding women, except for the lifting and carrying of objects up to 3 kg,**
  - the handling of liquid materials by one employee only:
    - hot
    - corrosive
    - hazardous to health
    - whose weight, including the vessel and handle, exceeds 25 kg for men and 10 kg for women.
6. **In the case of an emergency situation that poses a risk to health or life, it is necessary to:**
- stop operation immediately,
  - take rescue action (give first aid or start extinguishing operation),
  - immediately inform your superiors.

**According to the Decree of the Council of Ministers of 1 December 1990 on the list of work forbidden to young people, it is forbidden to commission young people:**

1. Work involving only lifting, carrying and transporting loads and work requiring the repetition of a large number of uniform movements.
2. For jobs where the highest values of the physical workload, measured by net energy expenditure for performing the work, exceed:

	Girls				Boys			
	temporary work for min.		for 6 hours		temporary work for min.		for 6 hours	
	kJ	kcal	kJ	kcal	kJ	kcal	kJ	kcal
age								
until the age of 16	9,2	2,2	<b>1800</b>	430	11,3	2,7	<b>2600</b>	620
until the age of 18	10,5	2,5	<b>2300</b>	550	12,6	3,0	<b>3030</b>	720

3. to work with loading and unloading - when carrying loads by means of transport,
4. to work involving the manual lifting and carrying over a distance of more than 25 m of loads in excess of the following values:

age	When working with unit loads of up to 4x per hour on average during a work shift	
	girls	boys
until the age of 16	10 kg	15 kg
until the age of 18	20 kg	25 kg
	For repetitive load operation	
until the age of 16	5 kg	8 kg
until the age of 18	8 kg	12 kg

5. to work with manual handling uphill, i.e. on ramps and stairs that exceed 5 m in height and an angle of inclination of 30°, of weights exceeding the following values:

age	When working with unit loads of up to 4x per hour on average during a work shift	
	girls	boys
until the age of 16	5 kg	8 kg
until the age of 18	10 kg	15 kg
	For repetitive load operation	
until the age of 16	3 kg	5 kg
until the age of 18	5 kg	8 kg

6. boys under the age of 16 and girls under the age of 18 to carry loads in single wheelbarrows. It is permitted for juveniles of up to 16 years of age to transport loads weighing up to 50 kg over a distance of 50 m on smooth, hardened surfaces or on platforms made of boards which are firmly attached, if the slope of the surface does not exceed 2%.
7. to carry loads on 2-wheel hand-operated trolleys - to juvenile boys under the age of 16 and to girls under the age of 18. It is permissible for juvenile boys over the age of 16 to carry loads of up to 80 kg on smooth surfaces up to a distance of 100 m if the slope of the surface does not exceed 2%, and loads of up to 50 kg on uneven surfaces if the slope of the surface does not exceed 1%.
8. boys and girls under the age of 16 to carry loads on 3- or 4-wheel hand-operated carts. It is permitted for juveniles over the age of 16 to carry loads weighing: girls up to 50 kg and boys up to 80 kg up to a distance of 150 m if the slope of the surface does not exceed 2%.
9. **work that requires a constantly forced and uncomfortable position of the body:** stooping in a squatting position, lying down, on the side or on one's back, on one's knees, including in particular manual scraping of floors, paving and flooring work, etc.
10. **work in a work-room where the temperature exceeds 30°C** and the humidity of the air exceeds 65%, as well as in conditions of direct exposure to an open source of radiation, including in particular direct operation of baking ovens, work in the preparation of caramel in kettles.
11. **work in a cold microclimate, i.e. at an air temperature lower than +14°C**, as well as at a relative humidity higher than 65%, including, in particular, work in cold stores, food stores, freezers, in constant contact with water, brine and other liquids, in earthworks in wet ground - drying, irrigation, as well as when there are conditions that expose clothing to constant wetness, causing a violation of the heat balance in young workers.
12. work in an environment with large fluctuations of macroclimate parameters - sudden changes of air temperature within the range of 15°C, with the impossibility of applying a 15-20 minute adaptation in intermediate temperature rooms.
13. **work in activities or rooms where the lighting parameters do not meet the requirements set out by Polish law standards.**

14. work in conditions of exposure to noise where the exposure level for an 8-hour day or an average weekly working time, as defined by the Labour Code, exceeds 80 dB, or the peak C sound level exceeds 130 dB, or the maximum A sound level exceeds 110 dB.
15. work at a height of more than 3 m.
16. **it is permissible for minors to be employed in contact with agents classified as allergens, provided a specialist medical opinion is obtained to the effect that there are no health contraindications to contact with allergens.**
17. **perform work in contact with the following sensitising chemicals:** glutaraldehyde, azo dyes, phthalic acid anhydride, maleic anhydride, methyl bromide, 1,1-dichloroethane, dinitrochlorobenzene, 4,6-dinitroresol, dimethylamine, dimethylhydrazine, chromium and its compounds, phenyldivamine, phenylhydrazine, fluorides, formaldehyde, phosphorus (phosphorus trichloride), hexachlorocyclohexane, hydroquinone, hydrazine, isocyanates and diisocyanates, hydrocyanic acid, nickel and its compounds, pentachlorophenol, platinum soluble salts, primine, thermal decomposition products of plastics, mercury (organic compounds), sulphanilamide, turpentine, ethylene oxide, triethylenetetramine (Tecza, Z-1), hardeners, epoxy resins.
18. **to work in an environment where chemical plant protection agents classified as toxicity class I and II** are present, including in particular production, storage and use. It is permissible to employ juveniles to work with chemical plant protection products classified as harmful agents in toxicity classes III, IV and V, with the exception of compounds with hormonal action. A single exposure to these agents may not exceed 2 hours per day and the weekly exposure may not exceed 8 hours.
19. **work in contact with psychotropic drugs.**
20. **work in tasks which might endanger their further healthy mental development.**
21. **to work under conditions which may cause excessive mental strain**, e.g. work requiring the reception and processing of a large amount or rapid succession of information and decision-making involving dangerous consequences.
22. **to work where they are exposed to an increased risk of injury**, including, in particular, work involving the operation of slicing machines, meat mincing, woodworking using power or power saws, the operation of circular saws, band saws, frame saws, woodworking machines with direct manual feed and all work involving the felling of timber.