

### Food Retailer MSD Hazard Checklist

Have your supervisors or Joint Health & Safety Committee (JHSC) assess the most common MSD hazards using the checklist below to determine areas of risk requiring further assessment, controls to reduce the risks and training.

Check  whichever is applicable

No.	Item	Yes	No	Follow up
1	Are workers and supervisors aware of what musculoskeletal disorders (MSDs) are?			
2	Are workers and supervisors aware of the MSD hazards presented by some of their job functions?			
3	Are there written policies and procedures in place to address MSD hazards?			
4	Do workers employ safe lifting techniques while receiving products from suppliers or when picking stock?			
5	Do workers lift or reach for stock stored on shelves and racks above shoulder height?			
6	Is stock easily accessible in walk-in refrigerators / freezers?			
7	Are freezers and storage areas organized to allow clear access and safe postures to access stock?			
8	Are floor surfaces and thresholds in good repair to minimize force when pushing loaded carts over them?			
9	Do workers regularly use repetitive actions in their work for continuous periods of time?			
10	Do workers vary their work activities periodically if performing repetitive actions?			
11	Do workers regularly perform tasks that require them to use their muscles to exert force to lift, push or carry items?			
12	Are work carts in a good state of repair and loaded appropriate to their capacity and design?			
13	Are carts used for the purposes for which they are designed?			
14	Are there safe operating procedures for handling and moving stock using carts?			
15	Are storage and shopping areas organized so that heaviest items are between thigh and shoulder height, and most used products are easily accessible?			
16	Are checkout counters ergonomically designed to allow cashiers to avoid awkward postures?			
17	Are the floor surfaces appropriate for continuous standing activities?			
18	Do workers receive training for safely performing the above tasks?			

Develop an action plan for all items you marked either No or Follow-up required. Some items may require a more detailed assessment. Include who is responsible and a deadline for completion in the action plan.

Call OSSA at 1-888-478-6772 with questions or further assistance on how to deal with specific issues identified.