Hand trucks are effective for reducing strain while moving heavy materials. However, injury can still occur. Use the following tips to prevent strains, trips and falls when using a hand truck.

**Lifting practices:**

* Load and unload the hand truck carefully, following proper lifting technique.
* Always keep your back straight while lifting.
* Get help if the load is too bulky for proper lifting techniques to work or if the load cannot be handled safely for any reason.

**Before moving a load:**

* Prepare the path.
	+ Inspect and clear your path for ease of movement.
	+ Use ramps if the path has stairs or curbs.
	+ Measure openings to be sure that there is enough space.
	+ Clear the set point.
* Ensure that you have a good view of your path. The load should not be so tall that it obscures your vision.



* Put the heaviest part of the load on the bottom of the hand truck.
* Secure the load as needed, and ensure that the straps are tight.
* Inspect equipment before use.
* Check the tire pressure. Balloon-type tires are more prone to losing pressure, adding strain on the person pushing the hand truck.

**Using the hand truck:**

* Grip the hand truck firmly. Push with a straight back, leaning into your walk.
* Walk forwards, unless you are trapped in a tight space.
* Push or pull loads with both hands.
* Tilting the truck back enables you to push the load uphill more easily, but be aware that this action increases the overall weight that you are carrying.

**General safety:**

* Ensure that you are trained and authorized for work.
* Wear supportive, closed toe, and non-slip shoes.

This form documents that the training specified above was presented to the listed participants. By signing below, each participant acknowledges receiving this training.

Organization: Date:

Trainer: Trainer’s Signature:

**Class Participants:**

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

Name: Signature:

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