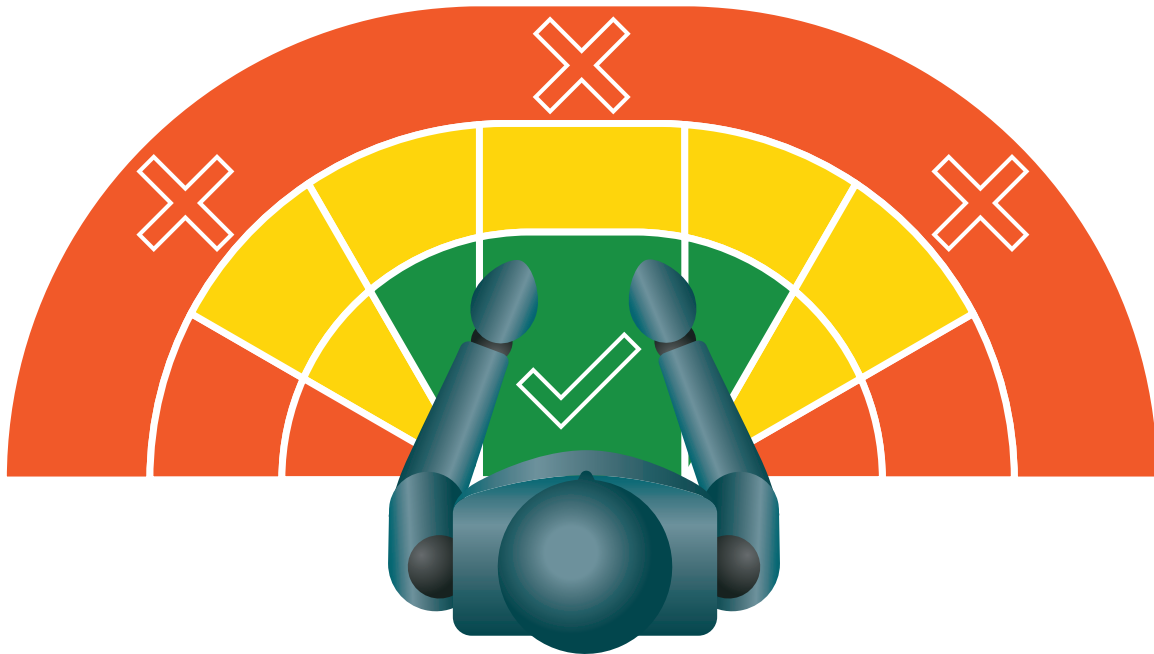


2



## Keep it close

- Perform tasks close to your body.
- Avoid leaning and stretching forward to reduce stress on your lower back.
- Avoid side reaches that twist the spine.
- Keep common tasks close; less common tasks out of the way.



For more info visit:  
[msdprevention.com](https://msdprevention.com)

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Centre of Research  
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Musculoskeletal Disorders

**Work  
shouldn't  
hurt**

# Keep it close

## Ideas for a healthy body

*Use these ideas to improve every task at work and at home.*

- Arrange your workspace so commonly used or heavier items are directly in front and close to your body.
- Perform the most frequent tasks closest to your body.
- Even under ideal conditions (load is waist high, close to your belly button and only lifted occasionally), control lifting more than 23kg (50lbs) by hand.
- Move unused items away to create a clutter-free and easy-to-use workspace.
- Take a minute when you start work to move things where you want them. Everybody uses things differently.
- Move your feet so your spine doesn't have to twist.
- Changing activities and rests built into the job allow the body to recover: See MSD Tip #6.

## Did you know?

- Long or frequent forward reaches can overload your back and shoulder muscles, increasing your risk of injury.
- Sideways reaches, or picking up a load to the side, can cause your back to twist.
- Twisting puts your spine in a weak position, increasing the risk of overloading your back.
- Working with your arms stretched out in front of your body fatigues your shoulders quickly.

## Improve your workplace

- Ask yourself and others, "Why does the job require reaching and twisting?" until you get to the bottom of the problem.

**What are we going to do today to keep our backs and shoulders healthy while reaching?**

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*Whatever changes you make, check that you are not creating any new problems.*