



# MSI Safety Newsletter

Period 1 2026 Edition

## Keeping Our Workplace Safe: Safe Lifting & Ladder Safety

At MSI, the safety of our employees is a priority. This period, we are focusing on two key areas: safe lifting techniques and ladder safety. By following these best practices, we can reduce workplace injuries and maintain a safe working environment for everyone.

### SAFE LIFTING TECHNIQUES

- **Assess the load** - Before lifting, check if the item is too heavy or awkward to carry alone. Ask for help if needed.
- **Use proper posture** - Keep your back straight, bend at the knees, and use your legs (not your back) to lift.
- **Hold items close to your body** - Carry loads close to your waist to maintain balance and reduce strain.
- **Avoid twisting** - Move your feet instead of twisting your torso to help prevent back injuries.



### LADDER SAFETY

- **Inspect the ladder** - Before use, ensure the ladder is in good condition with no loose or damaged parts.
- **Place on a stable surface** - Always set up ladders on even ground and away from slippery areas.
- **Maintain three points of contact** - Keep two hands and one foot (or two feet and one hand) on the ladder.
- **Do not overreach** - Keep your belt buckle within the ladder's side rails to maintain balance.
- **Use the right ladder for the job** - Step stools for lower heights, step ladders for medium heights, and extension ladders when needed.
- **Store ladders properly** - Keep ladders in a designated area to prevent tripping hazards and damage.

### WORK TOGETHER FOR SAFETY

By implementing these safety measures, we can create a safer workplace for everyone. If you have any questions or safety concerns, please speak with a manager. Thank you for prioritizing safety! Let's work together to make Period 1 accident-free.

**STAY SAFE, STAY SMART**