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# WHS Guidelines - Glass Handling, Storage & Transport

Adhering to strict OH&S procedures is critical to the safe working environment for all employees.

## Risk Assessment

Legislation in all jurisdictions now requires that a risk assessment be prepared for all high risk manual handling tasks. Manual handling risk assessments should be prepared in consultation with employees and sub-contractors undertaking the work, and in accordance with the regulations and codes of practice applicable in the state of operation.

There is a national standard and code of practice on manual handling and this can be obtained from the Safe Work Australia website: [www.safeworkaustralia.gov.au](http://www.safeworkaustralia.gov.au).

## Glass Handling Guidelines

Glass is potentially dangerous, even lethal, and with this in mind the AGWA OH&S Committee has written guidelines for the safe handling, storage and transport of glass. The guidelines recommend employing the following checks prior to undertaking any activity:

- check the condition of the glass
- ensure that there is sufficient room to manoeuvre the glass
- ensure correct PPE equipment is used
- check the weight prior to lifting, if too heavy, call for assistance or use other means
- use safe lifting posture
- when lifting glass, it should be kept upright and movement should be smooth to avoid undue flexing

The personal protective equipment used when undertaking activities with glass should include:

- gloves and gauntlets
- steel capped boots
- safety glasses
- suction cups and lifting devices
- clothing should be tight fitting so that no loose items can catch the glass causing trips and falls

Glass should be stored in dry conditions on its edge and should not come in contact with any substance harder than itself. Also, glass should be stored having an inclination of 3 degrees for static racks and 5-6 degrees for transportable racks and trolleys and in both cases supported evenly over its surface area.