

# CASHIER BASIC SAFETY TRAINING

Created 7/13/12

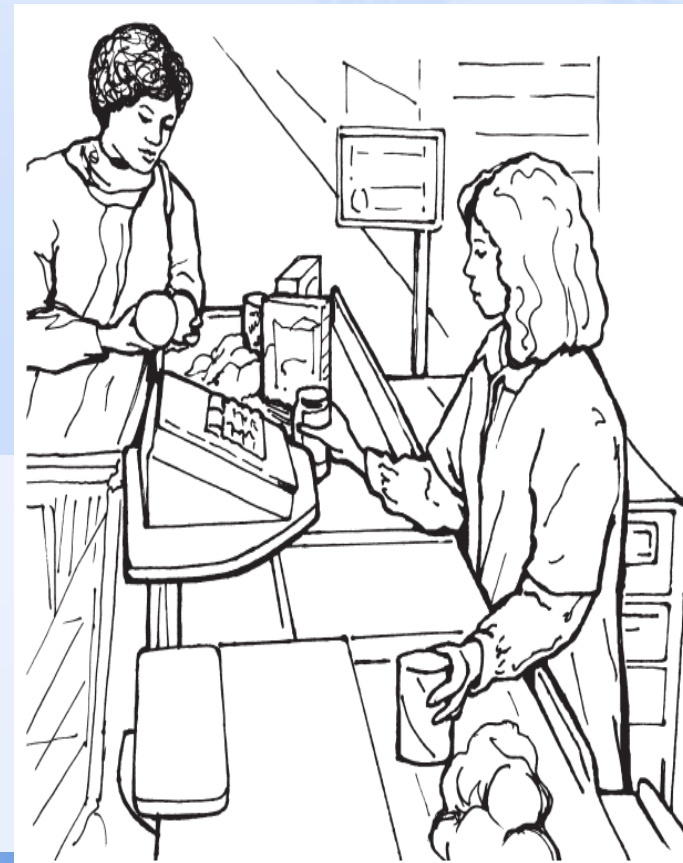


# GROCERY CASHIERS



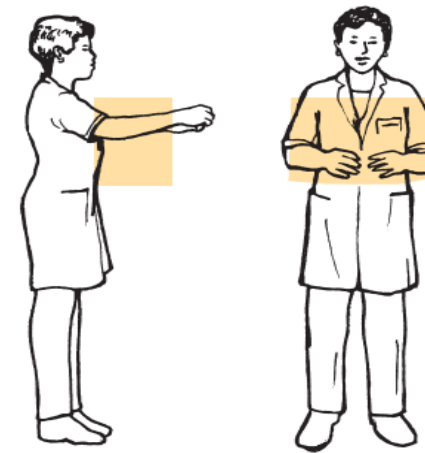
*Serving  
Customers  
Shouldn't  
Hurt You*

Ways  
to  
Work  
Safely



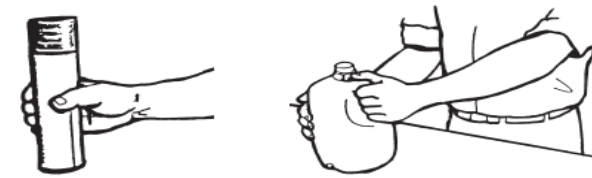
## Training Tips for Working Safely

- ▶ **Reaching out to get something or handing something to a customer.**  
Try to stay within your preferred safety zone. **Reach only as far forward as your wrist is** when your arm is slightly bent, **as wide as your shoulders**, as **high as your heart**, and as **low as your waist**.



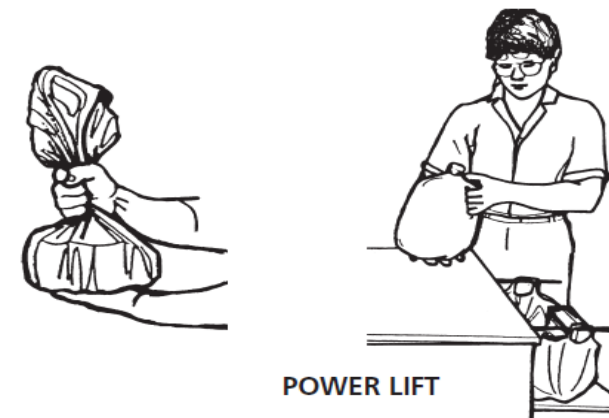
SAFE REACH ZONE

- ▶ **Grasping items.**  
Use the one- or two-handed **power grip**. Grasp the bulk of the item with all four fingers and your thumb using the hand closest to the item. Grasp a heavy or bulky item with both hands.



POWER GRIP

- ▶ **Lifting small items.**  
Use the **power lift**. Grasp the top of the item with one hand using the **power grip**. With the other hand, support the item underneath. **Avoid lifting with just one hand.**



POWER LIFT

▶ **Holding and lifting heavy or bulky items.**

1. Hold the item close to your body—within your safety zone.
2. Keep your body facing forward and the item in front of you.
3. Keep your back straight.
4. Use your legs to do the lifting.
5. Use your feet to turn your whole body if you have to turn.



▶ **Setting down a heavy item.**

1. Move close to the place where you're going to put the item before setting it down.
2. Use your legs to lower your body and the item.



▶ **Using alternatives to lifting heavy or bulky items.**

Use hand-held scanning wands or guns, key enter UPCs. Ask the customer to lift a heavy item left in the cart, or ask a co-worker or manager to help you lift it.

▶ **Unloading items.**

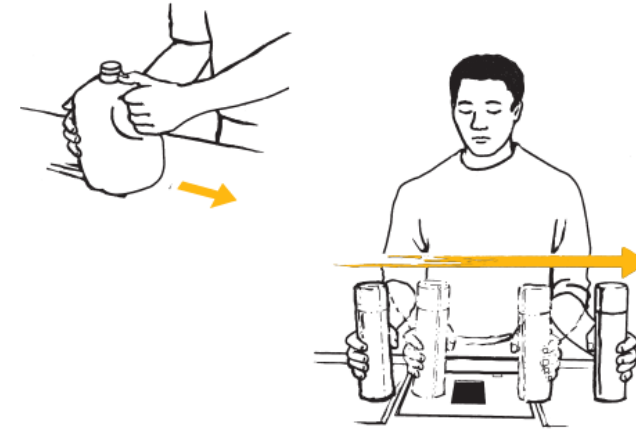
Let conveyor belts bring the items to you. Don't reach out for them. Wait until they're in your safety zone.

▶ **Weighing items.**

Use both hands equally. Slide items onto and off the scale.

▶ **Scanning items.**

Use the **power slide** to move items through the scan zone. Grasp the item using the **power grip**. Begin sliding the item by the scanner. As you begin sliding the item with one hand, take it with the other hand and move it the rest of the way past the scanner. Move items straight by the scanner, keeping your wrists relatively straight.



POWER SLIDE

▶ **Keying in data.**

Keep your wrists relatively straight. Press the keys lightly.

▶ **Bagging items.**

Adjust the height of the bagwell so that you can stand up straight. Distribute the weight evenly in the bags.

▶ **Handing bags to a customer.**

Pick up each bag using the **power grip**. Keep the bag close to your body. Walk around the checkstand to put an item or bag into the customer's cart.

# BASIC CASHIER SAFETY TRAINING

7/13/12

ASSOCIATE NAME (PRINT) \_\_\_\_\_

STORE NAME \_\_\_\_\_ STORE NUMBER \_\_\_\_\_

ASSOCIATE SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

TRAINER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Attach this completed slide to the associate's Training & Development document in HR Actions.