



Safety Tips for Moving Your Workplace



- Do not exceed what you can comfortably lift and carry, keep the load close to your body and avoid bending or twisting.
- Keep walkways and aisles clear while packing, moving and unpacking.
- Use hand trucks and carts when possible.
- For moving assistance, contact the Facilities Moving Group at ext. 5404 or through the Work Request Center.
- Request an ergo evaluation for your new computer workstation.



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