

## Safety Alert No 4

### Modular mobile shelving



In a recent incident in one of our buildings, a member of staff became trapped between the file storage units of a modular mobile shelving unit. The accident was a result of another member of staff operating the system whilst unaware that the person concerned was retrieving files. The member of staff sustained a cracked rib and soft tissue damage to their right side.

It was discovered that since the installation of the storage system there had been a number of near misses involving personnel moving the units whilst others were in the unit retrieving files, but these had not been reported to supervisors.

If you have one of these units, please ensure the following:

- Training is provided to all applicable staff;
- Members of staff are aware of the risks involved in using the unit;
- Clear written operating instructions are available; and
- Staff are reminded of the need to report any near misses that occur when using this equipment to their supervisory officer.