

Safety in warehouses and stores

Back-of-house spaces such as stockrooms and small warehouses are where much of retail's unseen work happens. Poorly managed storerooms are common sources of accidents. Safe warehouses and stockrooms are well organised, with stable shelving, clear aisles, and unobstructed fire exits.

Managing the risk

- Keep aisles clear and exits unobstructed at all times.
- Store heavy items at waist height to reduce injury risks.
- Use pallet jacks or trolleys for deliveries instead of manual lifting.
- Ensure shelving and racking are stable and inspected regularly.

Do

- Keep fire exits clear and signed.
- Store heavy items at waist height.
- Use proper equipment for moving deliveries.
- Inspect shelving and racking regularly.
- Maintain clear and tidy aisles.

Good practice

- Include storerooms in daily housekeeping checks.
- Train workers in safe storage and handling practices.
- Treat stockrooms with the same care as the shop floor.
- Review risks regularly to keep storage areas safe.

Don't

- Overload shelves or stack boxes unsafely.
- Leave aisles cluttered or blocked.
- Ignore damaged shelving or racking.
- Block fire exits with stock.
- Rely solely on manual lifting.

Employee checklist

- Clear walkways and exits.
- Stable shelving and racking.
- Heavy items stored safely.
- Proper handling equipment available.
- Daily housekeeping checks completed.