

Merchandising

Work safely & avoid accidents by following the points below for every task

Adjusting Shelving

- When adjusting shelving, make sure that the brackets are securely in place and shelving is stable before placing any stock on them.
- Excess shelving that is not required is to be removed from shop floor immediately to a designated safe storage area.



Always

- Be aware that customers or other colleagues may be in the vicinity.
- Follow correct procedures for associated activities e.g. Manual Handling, Use of Stepladders, Kickstools etc.
- Clear up accidental spillages immediately.
- Check display for stability when task is completed.
- Use a suitable case knife to cut open cartons

Never

- Overfill shelves so that stock can become unstable and fall.
- Leave stock or any other items where customers or other colleagues can trip on them.
- Position shelving where it can obstruct fire exits or any fire safety equipment.

PPE (as required)



When using kneeling pads ensure that they are never left on the floor creating a potential trip hazard.