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JHA Development Guidance

I. GENERAL HAZARD ASSESSMENT FOR EACH STEP

What could go wrong? What is the worst thing that could happen if something goes wrong?

Hazard Types *(Denote SPECIFIC hazard in JHA)*	**Consider these methods during the JHA development to eliminate/control hazards**
Sharp Edges	Wear ___ gloves (designate type, e.g., heavy leather, cut-resistant, puncture resistant). Wear ___ footwear (designate the type, e.g., puncture-resistant insoles). Wear ___ clothing (designate type, e.g., long sleeves, heavy coveralls). Have gloves on your person at all times. Do not attempt to catch falling tool/equipment. Ensure guards are in place. Use ___ cutting tool (designate type, e.g., scissors, shears, snips). Do not use dull blades. Do not use open-blade knives. Inspect tools/equipment in area prior to start of task to identify sharp edges and, if possible, remove/protect or position body to ensure no contact during task. Always cut away from hand, body and face. Ensure others are not in line-of-fire when cutting. Place object to be cut in a vise, on a flat surface or use another tool to hold object while cutting. Wear long sleeves/gloves. Do not place fingers in ends of piping or other tubular material
Pinch Points	Wear ___ gloves (designate type, e.g., heavy leather, cut-resistant, puncture resistant). Have gloves on your person at all times. Inspect work area prior to start of task to identify pinch points and remove/protect to ensure no contact during task. Consider body positioning prior to start of task to identify potential pinch points and change position to ensure no contact during task. Identify pinch points by warning label and/or paint color. Do not position your hands or body so it can be caught between a lifted load and adjacent objects. Do not place fingers/hands between sections of multi-component/moveable items (e.g., fencing sections, sheet pile, hinged panels).
Slips/Trips/ Falls From Surface Conditions	Wear_ footwear (designate type, e.g., shoes with rubber soles or low heels, crampons). Identify and use only safe pathways and stairs when entering/exiting/working in area. Obtain additional lighting and use clear safety glasses in areas with low/Unclear visibility. Inspect work/walk area for potential slip/trip/fall obstructions prior to start of work and remove or, if not possible, mark with highly visible tape/flags, etc. Keep work area organized and free of surface obstructions during task. Immediately dry wet areas or restrict access (e.g., with warning tape, cones). Remove snow/ice prior to start work. Reassess surface conditions if the weather changes and access any new hazards (e.g., slick surface developing as a result of wet/freezing conditions). Do not carry loads that restrict visibility. Do not stack objects higher than ___ (designate height). Ensure steps, walkways and shoes are not slippery or loose prior to use. Keep work area surfaces clear of debris (e.g., mud, leaves) and store tools/equipment to eliminate trip hazards when not in use. Keep eyes on path and nearby surroundings when walking. Take small steps and shuffle feet in potentially slippery areas. Walk slowly around corners and when entering/exiting doors. Use slip-resistant mats. Use handrails when going up/down stairs. Fill in/flatten uneven ground. Use steps/stepladders for access in and out of shallow trenches/excavation
Fall from Elevated Position	Use carts with high sides to contain load. Ensure load is secure and balanced prior to moving. Maintain 3-points of contact when mounting/dismounting vehicle/equipment.

	Maintain 3-points of contact when climbing/descending ladders. Use equipment/mechanical means (e.g., tool belt, rope, JLG) to transport tools/materials. Ensure steps, ladder rungs and shoes are not slippery or loose. Do not stand or work off top of ladder (e.g., top 2 steps of stepladder). Extend ladder at least 3-feet beyond top bearing point Have another person hold bottom of ladder at all times while working or until top is secured; if ladder is not equipped with grip pads, hold bottom at all times. Position extension ladder at 1 foot distance for every 4- feet of working height. Do not overreach; keep body between ladder rails and both feet on same rung. Wear fall protection when working at a height of 6 feet or greater. Wear full body harness with double-locking snap hooks and shock absorbing lanyard. Inspect fall protection prior to use and do not use if - worn or frayed lanyard or webbing/stitching; locking devices, snap hooks, etc. are not working properly; metal components are worn, damaged, or have burs, etc., annual inspection tag is not in place and current. Connect to secure anchor point meeting fall protection specifications (capable of supporting 5,000# per person attached, above shoulder height, no sharp edges, etc.). Ensure scaffolding has secured boards, is adequately braced, has a handrail, is free of debris and holes and is in good working condition. Stand only on secured and inspected flooring and uprights. Work only within the scaffolding structure.

Hazard Types *(Denote SPECIFIC hazard in JHA)*	**Consider these methods during the JHA development to eliminate/control hazards**
Back Sprain/ Strain	Use____ mechanical lifting/carrying device (designate type, e.g., cart, dolly, forklift). Obtain assistance when lifting____ (designate what, e.g., awkwardly shaped objects) or objects weighing greater than___ (designate limit). Bend and lift with legs/arms not the back. Keep objects close to body and do not twist while lifting (turn with feet). Position work equipment to avoid over-reaching while working. Do not overload waste containers, fill____ full (designate volume). When objects are lifted/carried by two persons, take positions on opposite ends. Store heavy/bulky items with safe access in mind. Take regular breaks every ___ (designate frequency).
Suspended Loads and Hanging Objects	Wear hard hat. Wear ___ gloves (designate the type, e.g., rubber dot for grip). Wear ___footwear (designate type, e.g., steel-toe boots; footwear with metatarsal-protection). Do not attempt to catch falling objects. Stay____ (designate distance) away from raised objects. Restrict access with warning tape and/or posted signs. Secure loose objects prior to lifting or moving by _____ (designate how, e.g., with straps, sideboards, use of panel cart with high sides). Remove low-hanging objects or identify (e.g., mark with highly visible paint, tape, flags) and/or communicate location to site personnel. Visually inspect equipment before beginning task. Verify latest equipment inspection/tag is current before beginning task Inspect lifting rigging (chains/slings/cables) to ensure in good condition and do not use if defects, signs of excessive wear are identified. Verify lifting equipment is certified and rated for handling the reach and load limits for required work. Use trained spotter(s) to alert others of hazards. Use tag lines held by trained personnel to guide load and do not wrap lines around body parts. Pre-inspect travel route to ensure clearance. Keep load low to ground

	to ensure clear visibility when transporting. Move load using low, slow, controlled movements.
Rotating/ Automated/ Energized Equipment	Do not work on moving equipment De-energize all energy sources (e.g., compressed, pressurized) equipment prior to working on. Lock out/tag out equipment per LOTO procedure and verify energy isolation prior to start of task. Identify and do not position your hand or body in the potential line-of-fire in the event of unexpected start-up of equipment or release of energy. Ensure protective guards/barricades are in place. Remove/secure loose clothing, hair and jewelry. Keep hands/body/tools ___ (designate distance) away from equipment Identify automatic-start equipment with signs/labels. Locate emergency stop/shutdown switch prior to start of task. Ensure all associated personnel are notified of work activities. De-energize hand-held and mobile equipment when not in use. Plan work lay-out/processes to avoid and/or minimize line-of-fire risks. Define and barricade personnel exclusion zones based on machine swing areas, area below crane operation, etc.
Vapors, Airborne Debris	Wear eye/face protection (designate type, e.g., safety glasses, face shield, splash goggles or combinations). Wear____ clothing (designate type, e.g., long sleeves, paper suit). Wear____ breathing protection (designate type, e.g., dust mask, full/half-face respirator with___ (designate type) cartridges). Undertake work under Confined Space Entry Permit Keep area ventilated by____ (designate how, e.g., with forced draft fans, outside use only). Perform __ monitoring (designate method and frequency) and stop work if monitoring result___ (designate limits). Position body upwind. Keep work area wet to limit dust Set-up work zone to restrict non-essential access and minimize off-site impacts. Test all Critical Safety Devices (CSDs) to ensure active.
Ignition	Undertake work under Hot Work Permit Monitor VOCs and LEL by___ (designate method and frequency) and stop work if monitoring result ___ (designate limits). Seal all pipe/openings (e.g., tank holes, storm drains) in work zone that may emit vapors. Ensure all equipment in work area is intrinsically safe. Define/barricade work areas to exclude unauthorized access/external ignition sources (e.g., vehicular traffic). Keep area ventilated by___ (designate method, e.g., with fans). Ensure lines are clear prior to disconnect and/or use dry couplings. Assess and control static risks for all work equipment and processes. Have__ (designate number, type and size) fire extinguisher(s) on site and immediately available for use.
High Noise Level	Wear ___ hearing protection (designate type, e.g., ear plugs, earmuffs, double hearing protection) based on known or potential noise levels. Post warning signs at ___ (designate distance) from work area stating entry restrictions and/or type of hearing protection required. Ensure mufflers are installed in equipment. Minimize potential external/third party/community impacts by ___ (designate how).
Hazard Types *(Denote SPECIFIC hazard in JHA)*	**Consider these methods during the JHA development to eliminate/control hazards**
Heat/Cold Stress and Burns	Drink cold/hot fluids and take rest breaks every___ (designate frequency). Wear___ clothing (designate type, e.g., light-weight fabrics, insulating layers, heat suit, cool vest, chef coat). Wear____ gloves (designate type, e.g., oven mitts, thermal, freeze-protection). Use___ (designate type, e.g., tongs, insulated handles) tool to move equipment or materials. Allow

	equipment/material to cool prior to working with. Use designated handles to open/move equipment. Tum off equipment and allow it to cool prior to refueling. Identify hot surfaces prior to start of task and avoid direct contact with them. Use sun block/protection. Do not work in ___ (designate condition, e.g., rainy, temperature high/low) weather.
High Voltage Electrical Contact	Use___ gloves (designate type, e.g., electrical-insulted). Use ground fault circuit interrupter (GFCI). Use low voltage lighting. Ground equipment by___ (designate how or refer to separate procedure). Inspect above and below ground areas prior to start of work to identify electrical lines and communicate locations to site personnel. Pre-inspect travel route to ensure clearance. Ensure line locator service identification of underground lines. Use non-destructive drilling techniques (e.g., air-knife). Keep___ distance from overhead power lines (designate distance in JSA based on voltage, regulations, etc.). Lock out/tag out equipment per LOTO procedure and verify isolation of energy source prior to start of task. Ensure associated/potentially impacted personnel are notified of work activities. Use wooden or fiberglass ladder. Stand on non-conductive surface. Remove metal jewelry. Ensure power cords are free of defects and exposed wires. Ensure completion of subsurface clearance procedure requirements. When excavating, assign spotter to stop work at sign of subsurface conduits/wires. Do not work in___ (designate condition, e.g., thunderstorm) weather.
Chemical/ Liquids Contact or Release	Wear___ eye/face protection (designate type, e.g., safety glasses, face shield, chemical splash goggles or combination). Wear___ clothing (designate type, e.g., long sleeves, paper suit, protective apron). Wear __gloves (designate type, e.g., butyl, nitrile, rubber, resistant to specific chemical/duration). Review MSDS and container label prior to start of task/handling and follow associated requirements. Confirm MSDS is relevant when working with legacy material (e.g., historic releases). Restrict access to work area by___ (designate how). Use funnel when pouring liquid. Ensure bleed valves are open and lines are clear prior to disconnect and/or use dry couplings. Have___ (designate type/amount, e.g., pads, boom) absorbent material on hand. Place container and/or absorbent/plastic sheeting under connection prior to disconnect. Store hazardous materials in dedicated container/area (e.g., shed, box. Wash hands frequently. Inspect pressurized lines and all fittings/couplings to ensure integrity/closure. Assess rating and compatibility of materials used versus purpose. Ensure storage compatibility of multiple products. Test all critical safety devices (CSDs) to ensure active.
Biological Contact	Wear___ clothing (designate type, e.g., long sleeves, hood, paper suit). Wear___ gloves (designate type, e.g., fabric, nitrile). Use insect repellant. Inspect area prior to start of task and remove/avoid animal (e.g., dogs), insect (e.g., bees, wasps), plant (e.g., poison ivy) hazards if possible; otherwise reschedule work and/or contact professional service for removal. Report allergies and ensure treatment is available on site. Avoid loud noises/brightly colored clothing if bees are known to be in area.
Repetitive Motion	Use___ tool and/or___ technique (designate, e.g., ratchet wrench) to minimize repetitive stress risk. Change position frequently during job (e.g., vary grip, hand motion). Keep wrists in a neutral (straight) position as you work. When possible, rotate tasks to give body parts a rest. Take breaks every___ (designate frequency) and do simple stretches/exercises. Ensure gloves fit hands properly to decrease stress on hands/joints.

Improper Waste Transport/ Disposal	Designate safe waste storage area/container prior to start of task. Ensure waste materials meet container specifications prior to use. Label waste containers. Separate hazardous and non-hazardous wastes. Place waste containers in designated storage area and secure prior to leaving site. Confirm waste transport truck/container prior to loading. Confirm shipping document description/approved destination with waste container label prior to off-site shipment. Confirm waste treatment, storage and/or disposal facility is approved prior to off-site shipment. For unsealed/partially exposed loads, perform___ monitoring (designate method and frequency) and stop work if monitoring result___ (designate limits).

Hazard Types *(Denote SPECIFIC hazard in JHA)*	**Consider these methods during the JHA development to eliminate/control hazards**
Traffic	Wear___ clothing (designate type, e.g., reflective vest, neon orange/green shirt). Set up work zone to restrict non-essential access by___ (designate how, e.g., with cones/barricades {fencing, placed specified distance apart/from work area, etc.). Avoid risks posed by detour (e.g., pedestrians forced into other traffic). Use parked vehicle with hazard lights facing oncoming traffic to protect work zone. Use buddy system to establish traffic watch. Use trained spotters when backing and when visibility is restricted. Inspect surrounding area prior to backing. Adjust mirrors and check equipment back-up alarm to confirm operational prior to start of task. Use horn to alert others prior to backing. Use traffic management consultant stay___ (designate distance) from operating equipment/extended arm, etc. Make eye contact with equipment operator and receive approval prior to approaching. Ensure spotters and equipment operators maintain eye contact. Establish parking/staging/loading/unloading areas (consider equipment turning circles, swing zones etc.). Ensure trailers/trucks are rated and balanced. Chock truck/trailer wheels when not moving. Ensure load is distributed during load/unload to avoid tip/roll-over. Ensure all personnel remain outside of tip-over radius when dumping.

II. ADDITIONAL JOB HAZARD ASSESSMENT CONSIDERATIONS:

Have personnel received all required Site specific training/orientation? If No, Stop and Take Action.	☐ Yes ☐ No ☐ N/A
If Working on Critical Safety Device, Has Critical Defeat been completed? If *No,* Stop and Take Action.	☐ Yes ☐ No ☐ N/A

Will Ladders be used? If Yes, Verify that they have been inspected and secured prior to use.	☐ Yes ☐ No ☐ N/A
Are *MSDS/SDSs* for chemicals involved on project approved? If No, Stop and Acquire Approval.	☐ Yes ☐ No ☐ N/A
Are lifting devices/heavy equipment *(e.g.,* forklift, JLG, backhoe, crane) required for task? If Yes, has operator been properly trained and certified? If No, Stop and Take Action	☐ Yes ☐ No ☐ N/A
Have areas been properly barricaded and signs posted, when required? If *No,* Stop and Take Action.	☐ Yes ☐ No ☐ N/A
Are any licenses and/or certifications required to complete Job? If Yes, have they been verified? If No, Stop and Take Action.	☐ Yes ☐ No ☐ N/A
Asbestos Containing Material or Lead Paint in Area? If Yes, Have proper abatement and safety precautions been taken? If No, Stop and Take Action.	☐ Yes ☐ No ☐ N/A
Hot/Confined Space Entry/Excavation/Cold Work Permit required? If Ye , Stop and Take Action.	☐ Yes ☐ No ☐ N/A
Have all tools/equipment required for task been inspected? If No, Stop and Take Action.	☐ Yes ☐ No ☐ N/A

III. OTHER JOB / SITE HAZARD ASSESSMENT CONSIDERATIONS: