



# Environmental Health & Safety

FLORIDA INTERNATIONAL UNIVERSITY

## Jobs Hazard Analysis (JHA)

DATE: Feb 13 2017

### TOOLS/EQUIPMENT REQUIRED

Back Brace  
Microfiber Gloves

### MATERIAL REQUIRED

Hand truck  
Load straps

JOB/ACTIVITY/TASK NAME:  
Moving Surplus Equipment From Trucks

DEPARTMENT/GROUP NAME  
Facilities Physical Plant

BLDG/AREA LOCATION(s):  
S03 Parking Lot

### PRIORITY RANKING:

SEVERITY: 1=Imminent Danger 2=Serious 3=Minor 4=Not Applicable

PROBABILITY: A=Probable B=Reasonably Probable C=Remote  
D= Extremely Remote

Severity (S) \* Probability (P) = Priority Ranking (PR)

Example: An employee working at a height of 20 feet without fall protection:  
S(1) \* P(A) = 1A or Probable Imminent Danger

Step	Sequence Of Steps	Potential Incidents Or Hazards	Priority Ranking	Controls In Place	Controls In Place	Controls In Place	Revised Priority Ranking with additional controls
				Engineering	Administrative	PPE	
1	Bring lift gate to ground level by pushing switch near ladder on side of truck	1a Crush injury	2B			Microfiber gloves	3C – Install dual pushbutton system so feet stay far away from lift gate lowering operation and person cannot ride liftgate. Develop SOP and training for liftgate operations.
2	Extend lift gate by pulling top hinged section	1a Crush injury 1b Strain 1c Slip trip fall	2C			Microfiber gloves	3C – Ensure lift gate torsion spring and hinges are on a PM program and well lubricated. Provide slip trip fall training.
3	Stand on lift gate and raise liftgate by pushing switch	1a Crush injury 1b Fall	2C			Microfiber gloves	3C – Install dual pushbutton system so feet stay far away from lift gate lowering operation and person cannot

							ride liftgate. Develop SOP and training for liftgate operations.
4	Place load on handtruck and secure (strap)	1a Strain Sprain	3C	Hand Truck		Microfiber gloves	No risk reduction recommended
5	Move load to lift gate using handtruck	1a Strain Sprain 1b Fall	3B	Hand Truck		Microfiber gloves	3C – Provide slip trip fall training
6	Lower load on liftgate (person crouches down on liftgate and rides down with load while having to reach for switch)	1a Strain Sprain 1b Fall 1c Crush injury	2A	Hand Truck		Microfiber gloves	3C – Install dual pushbutton system so feet stay far away from lift gate lowering operation and person cannot ride liftgate. Develop SOP and training for liftgate operations.
7	Move load to desired area	1a Strain 1b Fall	3C	Hand Truck		Microfiber gloves	No risk reduction recommended

***I understand & will adhere to the steps, hazards & controls as described in this JHA. I understand that performing steps out of sequence may pose hazards that have not been evaluated, nor authorized. I will contact my supervisor prior to continuing work, if the scope of work changes or new hazards are introduced. I understand I have the authority and responsibility to stop work I believe to be unsafe.***

<u>Worker Name (please print)</u>	<u>Signature</u>	<u>Date</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

***I have reviewed the steps, hazards & controls described in this JHA with all workers listed above and authorize them to perform the work. Workers are qualified (i.e. licensed or certified, as appropriate, & in full compliance with FIU training requirements) to perform this activity.***

_____	_____	_____
Supervisor	Signature	Date

***REQUIRED ONLY FOR MAINTENANCE ACTIVITIES WHERE OCCUPANTS MAY BE AFFECTED BY THE TASK - I have communicated area hazards with the supervisor or listed worker(s) for this activity and have coordinated the described activity with affected occupants. The above listed workers are released to perform described scope of work in the following area(s):*** \_\_\_\_\_

\_\_\_\_\_

_____	_____	_____
Area or Building Manager	Signature	Date