Job Hazard Analysis (JHA) - SAMPLE

General (Task): Digging Trench for Sprinkler Line

Location: Lawn in front of Pav III

PPE required: Gloves, Safety Glasses, Safety Shoes, high-vis Vest

Training required: Competent-Person Excavation, Equipment Training

Chemicals used:

Supervisor: Jon Smith

Department/Unit: Landscaping

Your Name: Bob Jones

Reviewed by: Jim Shanahan

Equipment used: Mini-excavator with 24” bucket

Activity | Potential Hazards | Procedures/Equipment/Training
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Trenching | Hand/Foot Injury | Construction boots are required. Inspect materials for sharp edges prior to handling. Gloves are required when handling tools and materials

Eye Injury | Utilize safety glasses with side-shields.

Underground Strike | Miss-Utility will be called 48 hours prior to the beginning of work, to mark all underground utility locations.

Trench collapse | The depth of the trench shall be kept at 36” or less. A Competent Person in excavation shall evaluate the weather, soil, and work in progress to determine if a hazard related to trench collapse is possible.
<table>
<thead>
<tr>
<th>Equipment Failure</th>
<th>The Excavator with 24” bucket shall be inspected daily using the approved checklist. This inspection will be performed by trained operators, and a record will be kept onsite.</th>
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</thead>
<tbody>
<tr>
<td>Struck by Equipment</td>
<td>All workers shall wear high visibility vests at all times. Trained operators shall maintain visibility of the work area, and the bucket swing radius. Establish a designated path for excavator to minimize exposure to workers.</td>
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<tr>
<td>Equipment Tip-over</td>
<td>The excavator shall not drive on terrain un-level, as to where a tip-over is possible. The owner’s manual shall be consulted for restrictions on terrain and the equipment. This responsibility lies with the trained operator.</td>
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<td>Fuel Spiil</td>
<td>Fuel shall be kept in OSHA approved cans. Fuel containers shall be properly labeled, if not already by the manufacturer.</td>
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<tr>
<td>Trip Hazards</td>
<td>At the end of the day delineators and danger tape will identify open trench areas. The trench shall be backfilled as soon as possible.</td>
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<tr>
<td>Site Access/Public Protection</td>
<td>The Work shall occur within a fenced and/or clearly delineated area. All visitors must sign in prior to entering site. Warning signs and postings reflecting sign-in and PPE requirements shall be placed in conspicuous areas at the entrance.</td>
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