

**ROCKY MOUNTAIN NATIONAL PARK
JOB HAZARD ANALYSIS (JHA)**

WORK PROJECT/ACTIVITY: Lifting/Moving Heavy Loads	DATE:	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REVISED
LOCATION OF JOB: Rocky Mountain National Park	DIVISION: Facility Management	BRANCH:
NAME OF EMPLOYEE(S) INVOLVED IN ANALYSIS:	SUPERVISOR:	DIVISION CHIEF:

REQUIRED PERSONAL PROTECTIVE EQUIPMENT	Gloves, Safety Toe Shoes/Boots
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SEQUENCE OF JOB STEPS	POTENTIAL HAZARD	HAZARD CONTROL
Check the intended route and point of placement	Slips, Trips & Falls Crush Injury	Inspect the area immediately around the load and the route for clearance and tripping hazards. Clear movable objects from the route. Check for uneven terrain. Clean up spills that could affect foot traction.
	Fatigue	If the load must be carried for a long distance, find location(s) load can be placed to allow for a rest break. If possible, keep load elevated to avoid lifting the object to resume moving it.
Evaluate the Load	Lacerations, Splinters	Examine object for snags, burrs, splinters, sharp edges, nails. Remove objects prior to lift and/or wear gloves for hand protection.
	Crush Injury	Check object for greasy/slippery surfaces. Remove grease prior to lifting. Wear gloves to improve grip. Wear safety toe shoes/boots.
	Back Injury	Size up the load before you lift. If load is too big or awkward: -Divide load up -Ask for help -Use mechanical assist device such as a hand truck or dolly
	Trips, Falls	If load will block your vision, get help.
Performing the Lift	Crush Injury	Grip the object firmly. Do not pinch object between your thumb and forefinger. Wear gloves to improve grip.

SEQUENCE OF JOB STEPS	POTENTIAL HAZARD	HAZARD CONTROL
	Back Injury	<ul style="list-style-type: none"> -Stand close to object, with feet solid and shoulder-width apart. Do not reach over an obstacle to lift the load. Move whatever is in your way. -Squat down, bending your knees. Keep your back straight and upright. -Grip the object firmly and pull it close to you. -Tighten your abdomen. -Lift with your legs in a gradual and smooth movement. Keep your back straight. Keep the load close to your body. -Do not twist your body while lifting. -Do not lift objects over your head.
Moving the Load	Back Injury	<ul style="list-style-type: none"> -Do not twist. Use your feet to turn your body. -Carry the load as close to your body as possible. -Keep your back straight.
	Crush Injury	Take precautions to prevent bruising or crushing hands or arms in narrow passageways.
Lowering the Load	Back Injury	<ul style="list-style-type: none"> -Keep your back straight. -Tighten your abdomen. -Bend at the knees. -Keep the load close to your body.
	Crush Injury	<ul style="list-style-type: none"> -Protect your fingers and hands from pinching and scraping. -In tight places, set the load down close to the final location and slide it into place.
Multiple Lifting/Moving Heavy Loads	Fatigue	Pace yourself. Take breaks
	Repetitive Motion Injury	Perform a reverse stretch. That means stretch in the opposite direction of the work you are doing. Reverse stretches help the body to return to neutral posture.

Emergency Evacuation Instructions

Work supervisors and crew members are responsible for developing and discussing field emergency evacuation procedures (EEP) and alternatives in the event a person(s) become seriously ill or injured at the worksite.

Be prepared to provide the following information:

- a. Nature of the accident or injury (avoid using the victim's name).
- b. Type of assistance needed, if any (ground, air, or water).
- c. Location of accident or injury, best access route into the worksite (road name/number), identifiable ground/air landmarks.
- d. Radio frequency(s).
- e. Contact Person.
- f. Local hazards to ground vehicles or aviation.
- g. Weather conditions (wind speed and direction, visibility, temperature).
- h. Topography.
- i. Number of individuals to be transported.
- j. Estimated weight of individuals for air/water evacuation.

The items listed above serve only as guidelines for the development of emergency evacuation procedures.

JHA and Emergency Evacuation Procedures Acknowledgement

We, the undersigned Supervisor and employees, acknowledge participation in the development of this JHA and accompanying emergency evacuation procedures. We have thoroughly discussed and understand the provisions of each of these documents.

SUPERVISOR'S SIGNATURE		DATE:
EMPLOYEE SIGNATURE	EMPLOYEE SIGNATURE	
EMPLOYEE SIGNATURE	EMPLOYEE SIGNATURE	
EMPLOYEE SIGNATURE	EMPLOYEE SIGNATURE	
EMPLOYEE SIGNATURE	EMPLOYEE SIGNATURE	
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EMPLOYEE SIGNATURE	EMPLOYEE SIGNATURE	
EMPLOYEE SIGNATURE	EMPLOYEE SIGNATURE	
DIVISION CHIEF'S SIGNATURE		DATE:

JHA Instructions

The JHA shall identify the date(s) the JHA was written, the location of the work project or activity, the Division and Branch writing the JHA, the name of the employee(s) writing the JHA, the name of the employee(s)'s supervisor approving the JHA, and the name of the Division Chief approving the JHA. The Supervisor acknowledges that employees have read and understand the contents, have received the required training, and are qualified to perform the work project or activity.

Blocks 1, 2, 3, 4, 5: Self explanatory

Block 6: Name of employee(s) writing the JHA

Block 7: Name of employee(s)'s supervisor approving the JHA

Block 8: Name of the Division Chief approving the JHA

Block 9: List all required Personal Protective Equipment (PPE) identified in Hazard Control section of the JHA.

Block 10: List all the tools and equipment required to perform the work project or activity.

Block 11: List all applicable standards associated with the completion of the work project or activity. (Example: OSHA 1910.134 Respiratory Protection)

Block 12: List specific employee training required to perform the work project or activity.

Block 13: Identify all tasks and procedures associated with the work project or activity that have potential to cause injury or illness to personnel and damage to property or material. Include emergency evacuation procedures (EEP).

Block 14: Identify all known or suspect hazards associated with each respective task/procedure listed in block 13. For example:

- a. Research past accidents/incidents
- b. Research appropriate literature
- c. Discuss the work project/activity with participants
- d. Observe the work project/activity
- e. A combination of the above

Block 15: Identify appropriate actions to reduce or eliminate the hazards identified in block 14. Abatement measures listed below are the order of the preferred abatement method:

- a. Engineering Controls: The most desirable method of abatement. Examples: Ergonomically designed tools, equipment, and furniture
- b. Substitution: Example: Switching to high flash point, non-toxic solvents
- c. Administrative Controls: Example: Limiting exposure by reducing the work schedule
- d. Personal Protective Equipment (PPE): The least desirable method of abatement. Example: Hearing protection when working with or close to portable machines (chainsaws, rock drills, and portable water pumps)
- e. A combination of above