

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

<b>WORK PROJECT OR ACTIVITY:</b> Tool Sharpening		<b>DATE:</b>	<input type="checkbox"/> <b>NEW</b> <input type="checkbox"/> <b>REVISED</b>
<b>LOCATION OF JOB:</b>	<b>DIVISION:</b>	<b>BRANCH:</b>	
<b>NAME OF EMPLOYEE(S) INVOLVED IN ANALYSIS:</b>	<b>SUPERVISOR:</b>	<b>DIVISION CHIEF:</b>	

<b>REQUIRED PERSONAL PROTECTIVE EQUIPMENT:</b>	Eye protection, gloves, long sleeves, ear protection (with grinder), apron (with grinder)
<b>REQUIRED TOOLS AND EQUIPMENT:</b>	Bastard file, grinder, sandpaper, spray paint
<b>APPLICABLE STANDARDS:</b>	File combi/shovel w/ 35-degree angle, pulaski adze w/ 60 degree angle, use of filing jig
<b>TRAINING REQUIREMENTS:</b>	Knowledge of tool angles, knowledge of handle painting sequence

<b>SEQUENCE OF JOB STEPS</b>	<b>POTENTIAL HAZARD</b>	<b>HAZARD CONTROL</b>
Sharpen all too edges with grinder if needed	Grinder will throw sparks and metal filings	Set up of shield, wear apron and eye pro
Sharpen all tool edges with bastard mill file	Cutting hands or arms with tool	Wear gloves and long sleeves
Sand tool handle	N/A	N/A
Paint tool handle and head	Spray paint inhalation and paint in eyes	Paint tools outside or in well ventilated area

**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.

<b>SUPERVISOR'S SIGNATURE</b>		<b>DATE:</b>
<b>EMPLOYEE SIGNATURE</b>	<b>EMPLOYEE SIGNATURE</b>	
<b>EMPLOYEE SIGNATURE</b>	<b>EMPLOYEE SIGNATURE</b>	
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<b>EMPLOYEE SIGNATURE</b>	<b>EMPLOYEE SIGNATURE</b>	
<b>DIVISION CHIEF'S SIGNATURE</b>		<b>DATE:</b>

### 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