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|  | | | **Job Hazard Analysis (JHA)** | | | | | **Safe Job Procedure** |
| **Identified Task:** | | | | | **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)**  For example,  Working at a height of 4 meters without fall protection.  S (**1**) +P (**A**) =PR (**1A**) |
| Bucket and fork removal and installation on | | | | |
| Excavator | | | | |
|  | | | | |
|  | | | | |
| **Tools/Equipment Required:** | | | | | **Material Required:** | | | Date: January 9th 2015  Page:\_\_1\_\_\_ of \_\_\_2\_\_ |
| **Excavator, bucket** | | | | | **Hammer, pry bar** | | |
|  | | | | |  | | |
| **Steps** | **Sequence of Steps** | **Potential Incidents or Hazards** | | **Priority** | **Controls in Place**  **Identify Controls or Combination of Controls That Are in Place** | | | **Instructions:**  The Job Hazard Analysis must be completed prior to the development of the Safe Job Procedure. |
|  |  |  | |  | **Engineer** | **Administration** | **PPE** |  |
| 1 | Do a pre-trip on excavator and let warm up for 15 minutes | Slips and trips getting in excavator  Being hit by equipment in area | | 3c |  | **SWP/SJP** |  | Wear a traffic vest while working outside of the cab  Use 3 point contact when getting in and out of cab |
| 2 | Set the bucket on flat level ground where it is safe to leave | Other people in area  Other equipment in area | | 3b |  | **SWP** |  | Make sure to clear work space so there is no chance of hitting equipment or people |
| 3 | Lock out machine | Slips and trips when exiting cab | | 3c |  | **SWP/SJP** |  | Use 3 point contact when exiting machine. Wear vest while working outside cab of machine. |
| 4 | Unscrew the two bolts holding the wedge in place | Wrenches slipping and hitting fingers | | 2c |  | **SWP** |  | Always use proper size wrench for bolts. Use box end if possible |
| 5 | Pound wedge out with hammer | Pieces of metal flying off hammer or wedge and going into eyes  Hitting fingers with hammer | | 2c |  | **SWP** |  | Make sure to wear safety glasses when using a hammer to hit objects. Make sure to check handle to cracks and keep fingers away from object you are hitting. |
| 6 | Undo hydraulic lines if removing the forks | Lines could have pressure and spray or not release properly | | 2c |  | **SWP** |  | Shut off machine and move hydraulic stick back and forth to release all the pressure in the lines. Then the quick disconnects will undo with hands. |
| 7 | Move machine to area where new attachment is and hook up | People in area working. Equipment in area working | | 3c |  | **SWP** |  | Do a visual check of area before moving excavator to new area. Make sure no one or equipment will be in your way. |
|  |  |  | |  |  | **SWP** |  |  |
|  |  |  | |  |  | **SWP** |  |  |
| **Developed by: Blake Cowan** | | | | | | **Reviewed by: Dylan Gardner** | | |
| **Revised by:** | | | | | | **Approved by: Dylan Gardner** | | |
| **Comments:** | | | | | | | | |
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