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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**) |
| Loading trucks with sawdust shale mixture |
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| **Tools/Equipment Required:** | **Material Required:** | Date: January 9th 2015Page:\_\_1\_\_\_ of \_\_\_2\_\_  |
| **Excavator, bucket** | **Pile of shale and sawdust** |
|  |  |
| **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 start up. Let warm up for 15 minutes | Slips and trips entering and exiting cab of machine | 2c |  | **SWP/SJP** |  | Wear traffic vest while working outside machine cab. Use 3 point contact when entering and exiting cab. |
| 2 | Move excavator to shale pile. Get excavator situated on the pile before backing in trucks | Hit objects or equipment.Tip over when climbing onto shale pile | 3b |  | **SWP** |  | Use a spotter if you are going to be closer than 10 feet to critical structures.Back onto shale pile while keeping bucket out front to stop you from tipping over. The bucket will stabilize you while you are climbing up. |
| 3 | Back end dump into place for loading of shale | Truck could run into excavatorTruck could hit workers in the areaTruck could hit other equipment in area | 2b |  | **SWP/SJP** |  | Be the spotter when truck Is backing up to shale pile. Instruct driver to stop if he loses sight of you at any time. Instruct all non-essential personnel to stay out of work area until you are done loading trucks.  |
| 4 | Ask driver how much he wants loaded and were he wants most of the weight. | Hit truck box with hoe | 3c |  | **SWP** |  | Make sure your pile you are on is high enough that you can see inside the truck box of the end dump. This way you can load him proper and have a less chance of hitting box with bucket |
| 5 | When truck is loaded give driver 2 beeps on horn in excavator to signal that he is full. | Truck driver might not hear horn and get out of truck and be hit by excavator. | 3c |  | **SWP** |  | If it is at night you are loading then use flashing lights instead of horn honking. Instruct driver to never leave cab of truck while you are loading him. |
| 6 | Once truck pulls away from pile do the same procedure for next end dump | Hit by next truck backing in. | 3c |  | **SWP** |  | Be sure to guide truck in and instruct driver to stop immediately if he loses site of you in mirrors. Also instruct him at that time to stay in truck while being loaded and the signal you will use when he is loaded. |
|  |  |  |  |  | **SWP** |  |  |
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| **Developed by: Blake Cowan** | **Reviewed by: Dylan Gardner** |
| **Revised by:**  | **Approved by: Dylan Gardner** |
| **Comments:** |
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