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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**) |
| Mixing off shale |
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| **Tools/Equipment Required:** | **Material Required:** | Date: January 9th 2015Page:\_\_1\_\_\_ of \_\_\_2\_\_  |
|  | **Shale and sawdust** |
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| **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 pre-trip inspection on hoe | Slips and trips getting in and out of machine | 3c |  | **SWP/SJP** |  | Use 3 point contact when exiting and entering machine. |
| 2 | Move excavator into position where you can reach the shale and the sawdust from the same spot | Equipment working in area.People working in area.Hitting things with excavator | 3b |  | **SWP** |  | Make sure area is clear before moving excavator into it. Use a spotter when moving closer than 10 feet to large objects or where visibility is reduced. Keep all non-essential personnel out of working area |
| 3 | Move sawdust into shale bin and begin mixing | Hitting objects with track hoe.Tipping over track hoe | 2c |  | **SWP/SJP** |  | Make sure to move slowly when articulating machine. Keep bucket high enough not to contact sides of shale bin. Don’t overreach when picking up mixed sawdust and shale. It is much heavier than just saw dust. |
| 4 | Mix sawdust and shale together until it does not drip but if it were any wetter it would. | Hitting objects while articulating with hoe.Tipping over with excavatorSliding off pile | 2c |  | **SWP** |  | Make sure to sit on a big enough pile there is no risk of it sliding and tipping you over. Make sure pile is high enough you don’t hit objects when articulating hoe. |
| 5 | When done mixing move hoe to a safe spot and clean tracks and bucket | Hit by other equipmentHit by workers in area.Strains from shoveling out tracks and bucket | 2b |  | **SWP** |  | Move to a safe place where there are not men and equipment workingWear a traffic vest while working outside of the cab. Do stretching before attempting to shovel out tracks and bucket. Take breaks as required so you don’t get to tired. |
|  |  |  |  |  | **SWP** |  |  |
|  |  |  |  |  | **SWP** |  |  |
| **Developed by: Blake Cowan** | **Reviewed by: Dylan Gardner** |
| **Revised by:**  | **Approved by: Dylan Gardner** |
| **Comments:** |
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