|  |  |  |
| --- | --- | --- |
|  | **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**) |
| Unload casing at location |
|  |
|  |
|  |
| **Tools/Equipment Required:** | **Material Required:** | Date: January 9th 2015Page:\_\_1\_\_\_ of \_\_\_2\_\_  |
| **Track Hoe, Forks,** | **Semi-Truck casing** |
|  |  |
| **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 | Take bucket off excavator and put on fork attachment and secure lines to machine  | Pinch pointsOther workers in areaSlips and trips entering and exiting machine | 2c |  | **SWP/SJP** |  | Always wear a traffic vest when working in areas where traffic frequentsUse bar instead of fingers when working in tight spaces. Check all hoses prior to use for wear or leaks |
| 2 | Guide casing truck into a position that is right for loading or unloading | Being hit by truckSlips and trips | 2b |  | **SWP** |  | Guide truck to where you want him to park. Never get in a position where you can’t see driver in mirror. Instruct driver to stop if he loses site of you the spotter. |
| 3 | Do a walk around and make sure nothing is in your way before you start to unload truck. | Other workers in areaUneven groundTruck driver could move truck while you are walking around it | 3c |  | **SWP/SJP** |  | Wear proper ppe including a traffic vestTell truck driver what you are doing so he does not move truck.Watch ground and wear proper footwear. |
| 4 | After driver removes straps off casing, remove casing and stack on the casing rack | Casing is 40 ft long so you could hit something with the ends of it.Workers in areaEquipment in the area.Casing could role off forks | 2c |  | **SWP** |  | Always make sure the pipe forks are used. Make sure to clamp down and secure the pipes as soon as it is on the forks. Clear area of workers and equipment while you unload the casing. Never let workers near the ends of the casing while it is being unloaded. Make sure to block pile so it can’t role before worker can go near pile. |
| 5 | If loading extras back onto the truck follow the same procedure only in reverse. | Hitting workers and equipment with casing.Having casing role off forks | 3c |  | **SWP** |  | Always make sure the pipe forks are used. Make sure to clamp down and secure the pipes as soon as it is on the forks. Clear area of workers and equipment while you unload the casing. Never let workers near the ends of the casing while it is being unloaded. Make sure to block pile so it can’t role before worker can go near pile. |
|  |  |  |  |  | **SWP** |  |  |
| **Developed by: Blake Cowan** | **Reviewed by: Dylan Gardner** |
| **Revised by:**  | **Approved by: Dylan Gardner** |
| **Comments:** |
|  |