NRAO Department of Environmental Safety & Security
Job Safety Analysis/Job Hazard Analysis Form

JOB SAFETY ANALYSIS FOR:

SUPERVISOR: **LEADPERSON:** **ANALYSIS BY:**

REQUIRED AND/OR RECOMMENDED PERSONAL PROTECTIVE EQUIPMENT: The minimum requirements (provided by NRAO) are hard hats, hard toed shoes, gloves, eye and hearing protection and shall be worn at all times. Long pants and a shirt are also required, but not provided. NRAO also provides coveralls. NRAO also provides coveralls, respirators and dust masks to be used as needed and encourages employees to use them all of the time.

NOTES:
1. Review list of commonly known hazards at the end of this document.
2. Report all accidents and incidents to the Leadperson or Supervisor and to the Safety Officer.

Revision Date:

Sequence of Basic Job Steps (Compare to SOP)	Potential Accidents or Hazards	Recommended Safety Job Procedures

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LIST OF COMMON HAZARDS: There are many hazards associated with any task or job. Some are specific to a particular job step while others are common to many jobs. Staying alert and using common sense will help in avoiding a hazard encountered during a job sequence. The following is a list of hazards that must be considered anytime work is in progress.

- **TRIPPING HAZARDS** are common to many types of work. This includes stepping over tools, materials, wires, cables, working on slopes or avoiding terrain features. Watch your step and be aware of your surroundings as you perform your work.
- **FALL HAZARDS** are as common as tripping hazards. Tripping may lead to a fall. As well, anytime an employee is working near and open pit, trench or at elevation on a scaffold, roof or from a manlift platform, fall hazards must be recognized and proper fall protection equipment used if necessary.
- **LIFTING** heavy objects such as tools and materials has the potential of causing back problems or muscle strains. Use proper lifting techniques and if an object to be lifted or moved weighs more the 50 lbs., seek help from another employee or mechanical device.
- **HEAT STRESS** – Review the document titled "Don't Overlook Heat Stress in the Workplace." Learn to recognize symptoms and drink plenty of fluids.
- **NOISE** from equipment or hand tools that you are operating or that is nearby may affect your hearing. Get in the habit of wearing hearing protection.
- **PEST CONTROL –** The presence of insects, rodents or reptiles, dead or alive, can pose a potentially serious health hazard at the job site. Report sightings of pest to your leadman or supervisor. NRAO provides insect repellant for those who choose to use it.
- **EXHAUST, WELDING FUMES, and DUST** are examples of airborne materials that may lead to respiratory problems. If dust and fumes are unavoidable, use approved dust masks and/or respirators.

Return the Completed Form to: ES&S Site Safety Division
Copy to: NRAO ES&S Admin Support – Diana Torres: dltorres@nrao.edu