

Job Hazard Analysis

JHA Name: Material Handling, Trash Collection



Assessment Date: 06-19-17

Revision Date: 06-20-17

Building or Location: Faribault & North Mankato Campuses

Department or Program: Maintenance

Description of Individual Tasks or Assignments: Collection and Disposal of Regular Municipal Trash and Recycling

Tools, Equipment, or Machinery Used when Performing Task: Trash & Recycling Receptacles, Transport Carts, Trash Liners

Hazard Type(s) Associated with Task or Assignment:		Check for Exposure:	Specific Hazard Exposure:	Check if Exposure Recommends or Requires a Style of PPE?
1	Impact <u>Example:</u> Person(s) can strike an object, or be struck by a moving or flying/falling object (e.g., fragments, chips, particles, sand, dirt/debris).	X	Potential exposure to impacts from falling materials or packages (e.g., foot and toe injuries)	X
2	Penetration or Cut <u>Example:</u> Person(s) can strike an object, be struck by an object, or fall upon an object or tool that would cut or otherwise break the skin.	X	Potential exposure to broken glass and other "hidden" sharp objects when handling trash from waste cans (e.g., injuries to hands and arms). Potential exposure to bladed/cutting equipment when breaking down cardboard and other materials (e.g., injuries to hands, arms, legs)	X
3	Crush or Pinch <u>Example:</u> An object(s) or equipment/machine may crush or pinch a body or body part			
4	Chemical or Harmful Dust <u>Example:</u> Exposure to chemicals (i.e., hazardous substances and harmful physical agents), infectious agents from spills, splashing, physical contact, and/or exposure to dusts, vapors, fumes, or gases that could cause illness, irritation, burns, asphyxiation, breathing/vision difficulty, sensitization, infection, or other toxic health effects (i.e., acute or chronic). Note: "May also have or create ignition potential."	X	Potential exposure to leaking trash containers and materials (e.g., skin irritation/discomfort), and potential exposure to nuisance dusts and foul odors (e.g., respiratory irritation/discomfort)	X
5	Heat <u>Example:</u> Exposure to radiant heat sources, sparks, and splashes or spills of hot material			
6	Light (optical) Radiation <u>Example:</u> Exposure to strong light sources, glare, or intense light exposure which is a byproduct or a process. Note: "This category may also include hazards presented from lack of light (e.g., working in dark spaces/areas)."			
7	Electrical Contact <u>Example:</u> Exposure, contact, or proximity to live or potentially live electrical objects.			
8	Ergonomic/ Human Factors <u>Example:</u> Working in cramped spaces, repetitive movements, awkward postures, vibration, heavy lifting, etc. Note: "This category may also include unique hazards presented from tasks that require demanding or challenging degrees of mental and/or physical effort to be exerted by an individual. See <i>Physical Effort Definition/Examples</i> category for further explanation of physical effort."	X	Potential exposure to repetitive movements, lifting light to moderately heavy loads (e.g., Back and other Muscular Skeletal Disorders)	
9	Environmental <u>Example:</u> Exposure to noisy environments, hot or cold work environments, poor weather conditions, working at a height, and any other conditions in the workplace that could cause danger, discomfort, and/or negative health effects.	X	Potential exposure to high heat/temperatures (summer months), to cold/freezing temperatures (winter months), poor weather conditions (strong wind, rain, snowing, sleeting, etc.).	X

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Personal Protective Equipment Requirements:

Eyes & Face:	
Head & Ears:	
Whole Body:	
Feet:	Safety Shoes (Required whenever working with heavy objects that could be dropped)
Hands:	Nitrile/Neoprene Gloves (Recommended when handling trash), and Cut Resistant Gloves (Recommended when using knives) "Consideration on the need for PPE may include the task performed, cutting technique used, type or style of knife, etc."
Respiratory:	
Other:	Personnel should select appropriate clothing consistent with weather conditions and seasonal operations (e.g., winter months vs. summer months).

Other Control Measures or Requirements (Engineering & Administrative Controls):

#2) Penetration or Cut Hazards: Handle (e.g., lifting and carrying) trash bags by the top of the bag to avoid possible "hidden" sharps, and do not compact them by hand. When using bladed tools to process or breakdown recyclables/trash follow proper knife usage and handling techniques. **#4) Chemical or Harmful Dust Hazards:** Personnel should receive Right-to-Know training (e.g., regarding chemical & physical hazards). SDS should be provided/available for all hazardous chemicals. **#8) Ergonomic Hazards:** Personnel should receive Ergonomics training (including warning signs and conditions of ergonomic/human factors hazards). Personnel who must lift heavy or awkward items by hand should use proper lifting techniques and contact coworkers of assistance (Team Lifts). Material handling equipment (e.g., Dollies, Carts, Hand trucks, Overhead Hoists, Forklifts, Tables, etc.) should be used whenever possible to reduce lifting and carrying materials. **#9 Environmental Hazards:** Personnel should be trained in the basic understanding of heat stress and recognizing warning signs. Personnel should take more frequent short breaks on hot days in shaded or air-conditioned areas. Personnel should drink plenty of cool beverages (water), and avoid drinks with caffeine (coffee, tea, or pop). When possible schedule/perform work during the coolest part of the day. Personnel should be trained in the basic understanding of cold/thermal stress and recognizing warning signs. Personnel should take more frequent short breaks in warm dry shelters to allow the body to warm up. Personnel should drink warm/sweet beverages (sugar water, sports-type drinks), and avoid drinks with caffeine (coffee, tea, or hot chocolate). **Miscellaneous Considerations:** Personnel should never consume food/drink, smoke, handling contact lenses, or applying cosmetics when handling trash. Personnel must wash hands with soap and running water after handling trash and recyclables. Hazardous, infectious, and universal waste materials should not be disposed of in regular municipal waste. Operators of tools, equipment, and machinery should read and follow all Manufactures' recommendations/requirements (e.g., inspections, servicing/maintenance, safe usage, etc.). Any tools, equipment, or machinery found damaged, defective, or otherwise unsafe should immediately be removed from service and not used until repaired or replaced. Personnel should always consult their Supervisors on the selection and use of PPE for the tasks being performed.

Physical Effort Definition/Examples

1.) Physical Mobility- Movement from place to place on the job, considering distance and speed **2.) Physical Agility-** ability to maneuver body while in place or in static position **3.) Physical Strength (Light to Moderate)-** Ability to handle routine office materials and tools **4.) Physical Strength (Moderate to Heavy)-** Ability to handle 50lbs+ objects, considering frequency **5.) Dexterity-** skill and ability in using hands, fingers, and feet **6.) Physical Balance-** ability to maintain balance and physical control **7.) Coordination-** harmonious functioning of body parts (e.g., eye/hand, hand/foot, etc.) **8.) Endurance-** ability to sustain a prolonged stressful effort or activity with limited opportunity to rest

Note: "This JHA provides only the minimum PPE/safety requirements necessary to safely complete the task or assignment, and the JHA only covers the hazards or exposures that are most likely to be encountered. Nothing within this JHA bars or restricts personnel from requesting higher degrees of PPE or control to mitigate workplace hazards. In addition, South Central College personnel (e.g., employees and students) are required to complete any applicable safety or on-the-job trainings required prior to performing their positions or participating in their programs of study. Finally, South Central College personnel should consult their supervisors/instructors, the college's written safety programs/policies, and/or the Security & Safety Director whenever they have questions or concerns."

Certification: This document certifies a hazard assessment was conducted meeting the provisions specified under 29 CFR 1910.132 (d) and South Central College's related safety programs and policies.

Name: Al Kluever

Date: 06-20-17