

Job Hazard Analysis

JHA Name: Printing Press



Assessment Date: 07-10-17

Revision Date: 07-10-17

Building or Location: North Mankato Campus

Department or Program: Graphics

Description of Individual Tasks or Assignments:

Precision Printing Press Operations (e.g., Machine Setup, Troubleshooting, Quality Control, and Cleanup/Machine Restoration)

Tools, Equipment, or Machinery Used when Performing Task:

Heidelberg GTO 52, Adjustment Wrenches, Plastic Ink Spatulas, Inks, Damping Solutions, pH Testing Strips, Cleanup Solutions, Paper towels/Rags

| 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). | | | |
| 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. | | | |
| 3 | Crush or Pinch <u>Example:</u> An object(s) or equipment/machine may crush or pinch a body or body part | X | Potential exposure to crushing and pinching hazards from spinning/moving rollers when "inching" (e.g., injuries to fingers and hands), potential exposure to spinning/moving rollers (e.g., entanglement injuries) | |
| 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 inks, damping solutions, and cleaning solutions pinching (e.g., skin irritation and illness, chemical sensitization, etc.) | 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 of 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, and bending (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 loud/prolonged noise (Heidelberg GTO 52) | X |

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Personal Protective Equipment Requirements:

| | |
|-------------------------|--|
| Eyes & Face: | Face-shield worn over Safety Glasses with Side Shields or Goggles (Required when potential of chemical splash) |
| Head & Ears: | Hearing Protection Devices (Required when operating Heidelberg GTO 52) |
| Whole Body: | Apron (Recommended for avoid chemical splash or ink residue to clothing/body) |
| Feet: | |
| Hands: | Chemical Resistant Gloves (Required when handling chemicals or cleaning machine) |
| Respiratory: | |
| Other: | "Note: Personnel must change from loose clothing, tie back long hair, and take off jewelry that could become entangled or snagged in moving rollers" |

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

#3) Crush or Pinch Hazards: Ensure printing press guards are in place and positioned correctly. Never attempt to bypass/defeat guarding or place hands or any portion of your body within the machine's point-of-operation. This machine is designed for one-person operation. Never operate the machine with more than one person. When using "inching" switch do not attempt to perform other operations simultaneously. **#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). When possible set up workstation or immediate job site to help minimize reaching, or working in awkward positions to prevent strains, soreness, and other discomfort. Consider utilizing anti-fatigue matting for operations requiring standing for extended periods of time. **#9) Environmental Hazards:** Personnel should receive Hearing Conservation training (e.g., regarding noise hazards). Personnel operating printing press should be included in the Hearing Conservation Program. **Miscellaneous Considerations:** When personnel are finished working on printing press (and before leaving the printing press for any reason) the power must be shut off and the unit must come to a complete stop. Printing press must be de-energized and locked/tagged from use by approved energy isolation control procedures prior to performing maintenance, service, or repairing machine beyond normal setup, adjustment, inching, etc. Note: only "authorized" employees who are trained in the requirements of the College's Lockout/Tagout Plan will perform lockout/tagout procedures and/or the related maintenance or service work. Spent roller cleaning solutions are a hazardous material and they should be handled appropriately per regulatory requirements. Spent roller cleaning solutions must be disposed of appropriately (i.e., hazardous waste). "Note: Specific information and requirements for handling, labeling, and disposing of waste materials will be discussed in the "Hazardous, Universal, Bio-Hazard & Other Regulated Waste Plan." Operators of tools, equipment, and machinery should read and follow all Manufacturers' 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

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.

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written safety programs/policies, and/or the Security & Safety Director whenever they have questions or concerns.

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