

WAYNE STATE UNIVERSITY

FP&M Safety Talk - JOB HAZARD ANALYSIS FOR NON-ROUTINE TASKS

Date: _____

Trainer: _____

Some jobs are done infrequently, and carry a high risk for acute traumatic injury or fatality. It is important to identify hazards associated with infrequently performed tasks and promote problem-solving approaches that will address hazards before jobs are performed and tragedies occur. An analysis of fatalities in the steel industry found that the violation of a specific OSHA standard was not a major cause in a significant number of cases. Most fatalities result in a citation, but the citation is either for the general duty clause, or for violations which were only secondary causes of the fatality. Training programs often do not address non-routine jobs and unusual circumstances. Often experience is the best teacher - lessons are learned in every accident and near miss.

Many workers have done an unsafe job, while knowing it was unsafe. Sometimes it is because the employees believe that there was no other way to do the job. Either the industry has failed to find safe ways to do these jobs, or they have failed to communicate those safe job procedures to the workers at risk. Additional pre-planning can help determine safer ways to perform difficult tasks.

"Hazard Mapping" can be very helpful in preventing unforeseen events. These maps include a diagram of the area, showing potential hazards (Fall, electrical, chemical, etc.) and any other information important to safety to help plan for unusual events. Hazard maps can be simple for simple operations, and become very complex in a complicated operation. Hazard maps will always be a work-in-progress as new hazards are uncovered, and as processes change. Hazard maps are an essential tool in job hazard analysis.

Job hazard analysis is the task of analyzing the safety of a job in advance, to ensure that the hazards are fully understood and controlled. It should begin with a description of each step of the task, and the tools, equipment and personnel required. Hazards that are present and those that may be created by these tasks should be listed with the measures that will be used to control those hazards. Be familiar with the hazards of the chemicals used - read the MSDSs beforehand. Provide a written work plan to everyone involved to prevent miscommunication. Make sure everyone understands their role and the roles of the others that they are working with.

After the task is complete, it's important to review your process for maintaining safety during unusual tasks. Discuss the job with the employees that were involved and look for opportunities for improvement.

Although the supervisor in charge of the task is ultimately responsible for its safety, all members of the crew should be involved in the job hazard analysis.

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