



Job Safety Analysis

A Job Safety Analysis (JSA) is a tool used to identify and control the hazards associated with a particular task. It involves making a detailed examination of each step of a task and putting control measures into place to reduce the risks to you, your co-workers, equipment, and property. The purpose of a JSA is to promote safety and eliminate the hazards of the job.

It's important that you become involved in the safety analysis process. One of the ways in which you may be invited to participate is by performing a task while your supervisor or co-workers observe. They'll take note of what steps are necessary to complete the job and try to recognize potential hazards. Experienced workers can also participate by explaining less obvious hazards and potential problems.

Once a list is created outlining the steps required to complete the task, you can help identify any potential hazards within each step. Next, you and your co-workers need to figure out what actions can be taken to reduce or eliminate the risks. Your supervisor will help determine the resources needed to implement any engineering or administrative controls.

When all of this is done, a JSA form is created. It usually consists of two parts. The first section lists the hazards of the task, and the second section outlines the controls.

When developing a JSA, you should try to think of as many potential hazards as possible, such as: lack of familiarity with the work, exposure to falls, underground or overhead

utilities, repetitive motion, heat stress, sunburn, frostbite, soil collapse, hazardous materials or chemicals, working over or around water, pinch points, poor housekeeping, access and egress, traffic, uneven surfaces, and personal protective equipment. The list of possibilities could go on and on; you need to identify the relevant ones.

There are other things to think about when completing a JSA. For instance, does the job require any special skills, unique training, permits, licenses, inspections, or unusual tools or equipment to get the job done safely? Remember that hazards are identified so they can be controlled.

Make sure you participate in the JSA process. Your input is valuable since you are the person that performs the job and you are the person the JSA is intended to protect. You may be asked to sign off on a JSA for your job. Be sure that you understand how to use the safety controls listed in the JSA before you sign on the dotted line. Talk with your supervisor and get explanations for anything that's unclear.

If the job you're performing changes during the workday, it's best to take the time needed to fill out a new JSA. This gives you another chance to identify hazards and implement strategies that will keep you and your co-workers safe, so you can go home in one piece.

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SAFETY REMINDER
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Like any other good tool, a Job Safety Analysis helps you do your job efficiently and safely.

NOTES:

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES:

S.A.F.E. CARDS® PLANNED FOR THIS WEEK:

REVIEWED MSDS #

SUBJECT:

MEETING DOCUMENTATION:

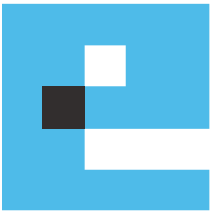
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Working in the Cold

The cold weather is here, and those of us who work outside should be aware of the effects and hazards of working in cold, wet, and windy conditions.

When you leave your house in the morning, you might have your lunch pail and a thermos of hot coffee, but they're not going to be enough to get you through a long, cold day. To work safely in the cold, you must dress for the weather. Flu season is starting too, and you'll need to keep yourself warm and dry so that you don't get sick and have to miss work.

As always, when considering your health and safety use common sense and be aware of cold-weather health issues and conditions such as: hypothermia, frostbite, wind chill, snow, and ice.

Hypothermia can become a deadly health condition. It occurs when your body loses heat faster than it can produce heat. When your body temperature drops to 95°F or below (normal temperature is 98.6) your heart, nervous system, and other major organs cannot work properly. This can lead to heart failure, respiratory failure, and death. Symptoms include clumsiness, lack of coordination, slurred speech, confusion, drowsiness, or a combination of these. Hypothermia requires immediate medical attention.

Frostbite occurs when the fluids and tissues of the skin freeze. It also requires immediate medical attention. Severe cases may require amputation of the frostbitten area. Frostbite most often affects the feet and hands. Symptoms include a cold, tingling, or stinging feeling, followed by

numbness in the affected area. Changes in skin color are also a sign of frostbite. If you suspect frostbite, do not rub the skin. Get medical attention immediately.

To prevent hypothermia and frostbite, dress in layers so that you can adjust your clothing as work and weather conditions change. Wear a wool or polyester cap, gloves, and waterproof boots. Keep a dry change of clothes in your bag in case your clothing gets wet. An extra pair of wool socks will also come in handy. Take frequent breaks to warm up, and watch your co-workers for symptoms of cold-weather illnesses.

Wind chill is the measure of how cold the air feels when taking into account the temperature as well as the wind, since it can make the apparent temperature considerably colder. Lower temperatures combined with higher wind speeds will make you more vulnerable to hypothermia and frostbite.

Snow and ice create their own problems. Watch for tripping hazards that may be covered by snow. Make sure that emergency exits aren't blocked by snow banks. Watch out for ice on steps, ladders, as well as access and egress points. In cold weather, always watch your step!

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SAFETY REMINDER
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Damp or wet cotton clothing will wick warmth away from your body and can contribute to hypothermia and frostbite. Wear layers of clothing made from wool or a warm synthetic material.

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Don't Let Gravity Take You Down

We all know the saying "What goes up must come down." But you've probably heard it so often that you ignore the idea or find it meaningless. The fact is that you spend lots of time "going up," and how you "come down" makes a world of difference. You can purposely and carefully climb down a ladder, or you can accidentally and painfully fall down to a level below.

Gravity is a force that affects our every move and we should never underestimate its power. Your carelessness with gravity can cause falls that result in injuries and even death. The U. S. Department of Labor lists falls as one of the leading causes of traumatic occupational death, and the number of fatal falls in the construction industry continues to increase. Since we can't change the law of gravity, we have to learn to work safely at heights.

The first steps to reducing or eliminating falls involve identifying fall hazards and knowing how to protect yourself from them. Anytime you work at a height of 6 feet or more, you're at risk of suffering a fall injury, so you need to use fall protection. You should also keep in mind that regardless of the fall distance, fall protection must be worn when you work over dangerous equipment or machinery.

Let's discuss some safe work practices that will help you prevent falls and make sure gravity doesn't take you down:

- Keep workplaces clean, orderly, and dry. Make sure cords, hoses, and debris are kept out of walkways and adjacent work areas.

- Look for all potential tripping and fall hazards such as unprotected floor openings or edges, shafts, skylights, stairwells, and roof openings or edges before starting work.
- Inspect all fall protection equipment for signs of damage or defects before each use.
- Select, wear, and use fall protection that is appropriate for the work task.
- Wear slip-proof footwear on the jobsite.
- Never exceed the weight limit of any ladder or platform you use.
- Secure and stabilize all ladders before climbing onto them. Use the right ladder for the job.
- Never stand on the top two rungs or steps of a ladder. Don't carry tools or other materials while climbing up or down a ladder.
- Use handrails when you go up or down stairs.

Gravity can make you fall, and it can also make objects fall on you. To avoid injuries caused by falling objects, make sure all tools and materials stored on elevated surfaces are piled, stacked, or racked so that they won't tip, fall, collapse, roll, or spread. Use toeboards and wear your hardhat.

SAFETY REMINDER

The Census of Fatal Occupational Injuries of the Bureau of Labor Statistics identified roofs, ladders, and scaffolds as the most common fall locations.

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Rebar and MSDs

Construction workers who tie rebar, sometimes called rod busters, run the risk of developing musculoskeletal disorders (MSDs) in their backs, arms, necks, and fingers. Musculoskeletal disorders occur when a body part is made to work at a greater intensity than it is prepared to. The condition affects joints, muscles, and bones. Rebar installation is very labor-intensive and places an enormous amount of strain on your body. The repeated handling of dowels, bending, stretching, and reaching can take its toll in the long run.

If you've ever tied rebar, you have likely felt bone tired and physically strained by the end of the day. **Here are some signs that you are over-stressing your body and could be developing an MSD:**

- swelling of the hands and fingers
- loss of function in a joint, finger, or hand
- decreased range of motion and grip strength

Some of the causes of MSDs include:

- repetitive motions
- extreme force
- awkward postures
- lifting
- vibration
- using the wrong tool for the job

Think about these steps you can take to reduce your chances of suffering a musculoskeletal disorder:

- Wear anti-vibration gloves.
- Limit the size and weight of the bars you are handling. This may not be possible because you

are following the plans you were given to get the job done properly.

- Partner with a co-worker to share the weight. Big concrete jobs require large rebar dowels to be placed in walls or decks. It may take 4 or 5 people to handle the weight.
- Minimize the time you spend in deep, forward bending when using pliers to tie rebar. Take the time to stretch your back often.
- Use a battery-powered tier as a substitute for hand tying. This change could greatly reduce your chances of suffering a hand, wrist, or elbow MSD. These tools can be very expensive, but they are operated in a standing position and can also reduce back strain.

You can reduce your likelihood of suffering an MSD by doing a few stretching exercises both before starting work and throughout the day. Hand clenches, back bends and twists, wrist flexes, and shoulder rolls will help you stretch your muscles. Remember that the cold weather can numb parts of your body, causing you to use more force than you need to. Always use a power tool if you have the option and choose tools that are comfortable. Awkward positions and grips can cause MSDs.

SAFETY REMINDER

Rod busting is back-breaking work. Use your mind, exercise your muscles, take breaks, and do the job safely.

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Weekly Safety Meetings

Safety Training for the Construction Industry

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Lead and Other Heavy Metals

Construction work has the potential to expose you to hazards created by toxic metals such as lead, chromium, cadmium, and others. You can be exposed to lead during common construction activities such as sanding, cutting, welding, and demolition. Exposure occurs when hazardous lead dust and chips are created by disturbing or working on paints, coatings, or metals that have lead in them. Lead can also be found in mortar, concrete, solder, and sheet metal.

Lead poisoning occurs when excessive amounts of lead enter the body. Exposure can occur by breathing, swallowing, or even absorbing lead directly through the skin. Lead can affect several systems in your body and can cause impairment and disease. Symptoms can arise after short periods of exposure or may not be noticeable for several years. The frequency and severity of symptoms increases with the concentration of lead in the blood.

Common symptoms of short-term exposure include loss of appetite, nausea, vomiting, stomach cramps, constipation, difficulty sleeping, fatigue, moodiness, headache, joint or muscle aches, anemia, and decreased sexual drive. Even short-term exposure to lead has resulted in fatalities. Long-term overexposure to lead may result in severe damage to bone marrow (that creates blood), the central nervous system, the urinary tract, and your reproductive system.

Removing lead from your body is difficult and is often ineffective. Since removing it doesn't work well, your best option is to prevent lead contamination in the first place.

Use the following best practices to reduce your exposure to lead and other toxic metals like arsenic, beryllium, cadmium, hexavalent chromium, and mercury:

- Wear all the necessary personal protective clothing and equipment (including respirators) when working around toxic metals.
- Practice good hygiene to prevent ingestion, inhalation, and transfer of lead.
- Never eat, drink, smoke, or chew gum in contaminated areas.
- Whenever possible, substitute lead-free materials for those that contain lead.
- Use methods and equipment that won't generate or will reduce dust.
- Maintain an effective housekeeping program that includes regular clean-up and removal of toxic dust and debris.
- Dispose of dangerous materials properly.
- Put up warning signs that inform people of lead and other hazards in the area.
- If possible, wash, shower, and change into clean clothes before you go home.

SAFETY REMINDER

Young children are especially vulnerable to lead poisoning. Even low levels of exposure may cause learning problems. Don't wear contaminated clothing home.

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