


| Job Title: | | Lifting & Material Handling | | Operations Approval (Name; Position): | |
|---|--|---|-------------------------------|--|------------------------------|
| JHA Developed By (Name; Position): | | | | | |
| JHA Revised By (Name; Position): | | | | HSE Approval (Name; Position): | |
| JHA Revision Date: | | June 3 2022 | | Dean Neuburger; Director, OHS&E | |
| Job Steps | | Potential Hazards | Risk Rating (Before Controls) | Hazard Controls | Risk Rating (After Controls) |
| 1 | Pre-task preparation and work area assessment. | 1. Misinformation due to unclear instructions or lack of PSP (policies, standards, procedures). 2. Pre-existing work area hazards. | N/A | 1. Conduct and document a pre-task meeting. Ensure all applicable JHA's and SWP's are reviewed and signed by workers. 2. Complete a thorough FLRA or hazard assessment and eliminate/control all identified hazards, if hazards cannot be controlled, stop work and report conditions to supervision. | N/A |
| 2 | Approach and assess load. | 1. Slips/Trips/Falls , from uneven ground, ruts, tools and debris on ground. 2. Lacerations/Punctures/Slivers from sharp metal edges, tools or materials inside box. 3. Musculoskeletal Injuries from using improper lifting techniques, overreaching and overexertion. 4. Contact with controlled substances sealants, adhesives or cement/ lye-based products. | C3 | 1. Inspect ground conditions and ensure your travel path as free and clear of debris. Sand work area as needed, ensure your work boots are in good condition and make sure you have solid footing. Always maintain good housekeeping by cleaning your work area as you go. 2. Visually inspect material/load for splinters, nails, and sharp edges before handling. Always wear cut-resistant gloves. 3. Complete pre-task stretching, take micro breaks and change tasks, as necessary. Decrease the weight of the load, if possible, by re-packing the load. Check load to ensure it is secure and that the load will remain intact while being handled. Store heavier items on lower shelves and slide if possible. Use mechanical aids as much as possible. 4. Review SDS prior to starting work to ensure proper PPE for the task. | C5 |
| | Lifting, Carrying and Placing Loads. | 1. Musculoskeletal Injuries from using improper lifting techniques, overreaching, pushing, pulling and overexertion. 2. Congestion from workers in area. 3. Slips/Trips/Falls from same level or area below. 4. Struck by dropped materials & tools from poor grip or an unbalanced load. | B2 | 1. Complete pre-task stretching, take micro breaks and change tasks, as necessary. Decrease the weight of the load if possible, by re-packing the load. Check load to ensure it is secure and that the load will remain intact while being handled. Store heavier items on lower shelves and slide if possible. Lift it right: Position your body close to the object. Keep your back straight. Lift | D4 |

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| 3 | | <p>5. Pinch Points/Crush from placing hand/body in or between materials.</p> <p>6. Lacerations/Punctures/Slivers from sharp metal edges, tools or materials inside box.</p> <p>7. Debris & Dust in eyes.</p> | | <p>with your legs, not your back. Do not twist your back with load, stay aligned and move your feet. Avoid awkward lifting and overhead lifts and use mechanical aids as much as possible.</p> <p>2. Communicate with other in the immediate work area and those in your path of travel. Make them aware of the hazards of moving loads. Use a spotter if moving material up or down stairs.</p> <p>3. Inspect travel path of load and remove any tripping hazard or any other hazard which is found. If not, all hazards can be controlled, contact your supervisor. Always maintain good housekeeping practices. Push rather than pull load and do not allow the load to block your view.</p> <p>4. Ensure a good grip on material or load. Balance the load. Set the load down if you are losing your grip. Communicate with your coworker to lower load together. Wear CSA approved steel toe work boots in good condition.</p> <p>5. Identify pinch points and do not place your hands or body in the "Line of Fire." Place material or load down on dunnage to prevent fingers and feet from being placed in crush zone.</p> <p>6. Always wear cut-resistant gloves and wear leather gloves over if necessary. Never let wood or metal slide through your grip as you place it down.</p> | |
| 4 | Using mechanical devices (Dollies, carts, hoists, lifts etc.) | <p>1. Musculoskeletal Injuries from using improper lifting techniques, overreaching, pushing, pulling and overexertion.</p> <p>2. Congestion from workers in area.</p> <p>3. Pinch Points/Crush from placing hand/body in or between materials.</p> <p>4. Lacerations/Punctures/Slivers from sharp metal edges, tools or materials inside box.</p> <p>5. Using defective equipment.</p> | C3 | <p>1. Complete pre-task stretching, take micro breaks and change tasks, as necessary. Use proper lifting techniques.</p> <p>2. Communicate with others in the immediate work area and those in your path of travel. Make them aware of the hazards of moving loads. Use a spotter if moving material up or down stairs.</p> <p>3. Identify pinch point locations when using mechanical aids and ensure your hands and body away from these areas.</p> <p>4. Always wear cut-resistant gloves and wear leather gloves over if necessary. Never let wood or metal slide through your grip as you place it down.</p> | C5 |

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| | | | | 5. Inspect equipment prior to using and ensure you are trained in the proper use of the equipment. If you are unsure, contact your supervisor. Push rather than pull load and do not allow the load to block your view. Remove from service any device which is deemed unsafe to use. | |
| Highest Task Risk Rating | | | B2 (High) | Highest Task Risk Rating | D4 (Low) |

| Safety Guidelines Required For task | | | | | | | | | |
|-------------------------------------|----------------------------|-------------------------------------|----------------------|-------------------------------------|---------------------|--------------------------|---------------|--------------------------|--------------------|
| Process | | PPE | | Health | | Training | | Environment | Security |
| <input type="checkbox"/> | Pre Job Hazard Analysis | <input type="checkbox"/> | Arc flash coveralls | <input type="checkbox"/> | Yak tracks - Cleats | <input type="checkbox"/> | Nitrile glove | <input type="checkbox"/> | Working Alone |
| <input checked="" type="checkbox"/> | FLRA | <input type="checkbox"/> | Disposable coveralls | <input type="checkbox"/> | Goggles | <input type="checkbox"/> | Hand Washing | <input type="checkbox"/> | Daylight time only |
| <input checked="" type="checkbox"/> | JHA review | <input checked="" type="checkbox"/> | Ear plugs | <input type="checkbox"/> | Face shield | <input type="checkbox"/> | Ergonomics | <input type="checkbox"/> | Guards & barriers |
| <input type="checkbox"/> | Signage (Safety/Wet Floor) | <input type="checkbox"/> | Ear muffs | <input checked="" type="checkbox"/> | Cut gloves | <input type="checkbox"/> | Other | <input type="checkbox"/> | Journey Mgt. |
| <input type="checkbox"/> | Spotter | <input checked="" type="checkbox"/> | Hard hat | <input type="checkbox"/> | Chain-mail gloves | <input type="checkbox"/> | | <input type="checkbox"/> | Buddy system |
| <input type="checkbox"/> | LOTO | <input type="checkbox"/> | Harness | <input type="checkbox"/> | Leather gloves | <input type="checkbox"/> | | <input type="checkbox"/> | Radio contact |
| <input type="checkbox"/> | PTW (Permit to Work) | <input type="checkbox"/> | Lanyard | <input type="checkbox"/> | ½ Respiratory mask | <input type="checkbox"/> | | <input type="checkbox"/> | ERP contact list |
| <input type="checkbox"/> | Toolbox | <input type="checkbox"/> | Life line | <input type="checkbox"/> | Other | <input type="checkbox"/> | | <input type="checkbox"/> | Other |
| <input type="checkbox"/> | Ventilation | <input type="checkbox"/> | Knee pads | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| <input type="checkbox"/> | SDS review | <input type="checkbox"/> | Sealed eyewear | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| <input type="checkbox"/> | Fall Protection Plan | <input type="checkbox"/> | Steel toed boots | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| <input checked="" type="checkbox"/> | Barricades | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| <input type="checkbox"/> | Temp logs and verification | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | |
| <input type="checkbox"/> | Other | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> | |

| Probability | Severity | | | | | | |
|-------------|---|--|---|---|---|---|---|
| |  | Catastrophic Death or multiple life-threatening principals | Major Life threatening injury or multiple serious injuries causing hospitalization | Moderate Significant serious injury Non-permanent injury | Minor Medical Help needed, Treatment by medical professional | Insignificant Injuries or ailments not requiring medical treatment | |
| | | 1 | 2 | 3 | 4 | 5 | |
| | A | Almost Certain: Almost certain to occur in most circumstances | 1 | 1 | 1 | 2 | 2 |
| | B | Likely: Likely to occur frequently | 1 | 1 | 2 | 2 | 2 |
| | C | Possible: Possible and likely to occur at some time | 1 | 2 | 2 | 2 | 3 |
| | D | Remotely Possible: May occur in rare and exceptional circumstances | 2 | 2 | 2 | 3 | 3 |



HSE Safety Management System

Job Hazard Analysis

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