

# Job Hazard Analysis



University of Washington – Seattle Campus  
 Facilities Services – Campus Energy, Utilities & Operations  
 Seattle, WA 98195

Working Job Title: Supervisor/Manager – Shop 24 (Fire Alarm Technicians)

JHA Completed by CEUO Safety Engineer

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The Job Hazard Analysis form is designed to help supervisors assess and address health and safety hazards that have the potential to cause serious injury or illness (e.g. power tools, electrical repairs). Supervisors can use this document to train staff on safe work procedures.

The information below is a good faith effort to identify hazards encountered by Manager – Shop 24 (Fire Alarm).

The baseline training requirements for this position are:

- Bloodborne Pathogens for Non-Lab Online
- Driver Safety and Awareness Online
- Fire Extinguisher Hands On
- First aid & CPR
- Hepatitis B Vaccination (must be offered)
- Monthly shop safety meetings on PPE, shop safety standard operating procedures and SDS
- Confined Space Awareness Online
- Ergonomic Online training (optional)
- Fire Extinguisher Online
- HazCom/GHS
- Covid-19 Safety Training: Back to the Workplace
- Lead Awareness Online

This document will serve as the certification of hazard assessment for personal protective equipment for the above working job title position.

| Job Tasks        | Potential Hazard   | Controls & Recommended Actions   | Training and Personal Protective Equipment  |
|------------------|--|--|---|
| Driving vehicles | <ul style="list-style-type: none"> <li>• Bodily injury</li> </ul>  | <ul style="list-style-type: none"> <li>• Daily pre-trip vehicle inspection</li> <li>• Follow all traffic rules</li> <li>• Maintain current driver’s license</li> <li>• Report problems with state vehicles</li> </ul>            | <p><b>Task Specific Training</b></p> <ul style="list-style-type: none"> <li>• Driver Safety and Awareness</li> <li>• Monthly shop safety meetings on PPE</li> <li>• Seatbelt use policy</li> </ul> <p><b>PPE</b></p> <ul style="list-style-type: none"> <li>• Seatbelt</li> </ul> |
| Computer work    | <ul style="list-style-type: none"> <li>• Eye strain</li> <li>• Ergonomic problems such as carpal tunnel and back problems</li> </ul> | <ul style="list-style-type: none"> <li>• Adequate lighting</li> <li>• Request on Ergonomic evaluation from EH&amp;S</li> <li>• Review ergonomic info on EH&amp;S website</li> <li>• Take frequent breaks/stretch/move</li> </ul> | <p><b>Task Specific Training</b></p> <ul style="list-style-type: none"> <li>• Ergonomic Online training (optional)</li> </ul> <p><b>PPE</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>  |
| Cell phone usage | <ul style="list-style-type: none"> <li>• Inattention leading to bodily injury</li> </ul>   | <ul style="list-style-type: none"> <li>• Be aware of your surroundings</li> <li>• Don’t drive and talk unless utilizing a ‘hands-free’ device</li> </ul>   | <p><b>Task Specific Training</b></p> <ul style="list-style-type: none"> <li>• Driver Safety and Awareness</li> </ul> <p><b>PPE</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>   |

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|---|---|--|---|
| <p><b>Supervisors –</b><br/>Oversee work of the fire alarm technicians.</p> <p>See fire alarm technicians JHA for specific tasks.</p> <p>Note: This covers potential hazards the supervisor may encounter during a site visit and/or potential hazards the employee may be exposed to, which the supervisor must be knowledgeable of.</p> | <ul style="list-style-type: none"> <li>• Airborne contaminants (such as odors, mold, animal dandruff, refrigerant leak)</li> <li>• Biological hazards (such as blood, needles)</li> <li>• Construction Activities</li> <li>• Confined spaces (such as crawl space, ceiling plenums, attics)</li> <li>• Electrically energized equipment</li> <li>• Ergonomic problems such as awkward posture</li> <li>• Fall hazard</li> <li>• Hazardous chemicals (such as canned air, canned smoke)</li> <li>• Hazardous energy (mechanical, heat)</li> <li>• Heat stress</li> <li>• Insufficient lighting</li> <li>• Noise</li> <li>• Pedestrian traffic</li> <li>• Regulated materials such as asbestos, lead, silica</li> <li>• Slip/trip/fall</li> <li>• UW light (radiant energy – radio frequency)</li> <li>• Work off/use of ladders</li> </ul> | <ul style="list-style-type: none"> <li>• Avoid energized electrical work when possible</li> <li>• Barricades/signs/spotter (if applicable)</li> <li>• Building system shutdown</li> <li>• Check-in with the department / construction contact person prior to work</li> <li>• Confined space permit (if applicable)</li> <li>• Energized electrical work permit &amp; work plan (if applicable)</li> <li>• Ensure work area is clear from spills and trip hazards</li> <li>• Fall protection work plan (if applicable)</li> <li>• If hot, drink water and take necessary rest breaks</li> <li>• Lift (MEWP: scissor)</li> <li>• Lockout procedure, LOTO locks &amp; tags</li> <li>• Location of exits</li> <li>• Location of fire extinguisher</li> <li>• Location of first aid kit</li> <li>• Refrigerant leak SOP (if applicable)</li> <li>• Safety Data Sheets (SDS) for chemical and products</li> <li>• This job position does not typically perform work on regulated building materials</li> <li>• Tool tethering and toe boards</li> <li>• Understand and implement industry safety standards for operating power/hand tools</li> <li>• Understand and implement safe practices for lifting tools for items exceeding 50 pounds, or is an awkward shape</li> <li>• Use temporary lighting (such as flashlights, head lamps)</li> </ul> | <p><b>Task Specific Training</b></p> <ul style="list-style-type: none"> <li>• Asbestos Awareness</li> <li>• Back protection &amp; Lifting Safety Online</li> <li>• Biosafety: Working in Non-Human Primate Areas</li> <li>• Department specific training</li> <li>• Fall Protection</li> <li>• Hearing Protection/Conservation Online</li> <li>• Ladder Safety Hands On</li> <li>• Ladder Safety Online</li> <li>• Lockout/Tagout Safety</li> <li>• Lockout/Tagout for Supervisors</li> <li>• MEWP training with scissor evaluation</li> <li>• NFPA 70E Arc Flash/Electrical Safety Awareness</li> <li>• Refrigerant Monitoring</li> </ul> <p><b>PPE (required unless noted as needed)</b></p> <ul style="list-style-type: none"> <li>• Animal Areas: head cover, shoe covers, gloves, coveralls, face shield</li> <li>• Construction – hard hat, impact glasses/goggles, safety vest, gloves, substantial footwear</li> <li>• Dust mask -as needed</li> <li>• Head light / Flashlight / temporary lighting</li> <li>• Hearing protection - as needed</li> <li>• Impact glasses/goggles – as needed</li> <li>• Personal fall restraint/arrest equipment</li> <li>• Substantial footwear</li> <li>• Any other PPE as specified by the department / construction site / lab entry sign</li> </ul> |