



JOB SAFETY ANALYSIS

COMPANY/ PROJECT NAME or ID/ LOCATION (City, State)		DATE November 3, 2015	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REVISED	PAGE 1 of 2
WORK ACTIVITY (Description): POWERED INDUSTRIAL TRUCKS (FORKLIFT)				
DEVELOPMENT TEAM	POSITION / TITLE	REVIEWED BY:	POSITION / TITLE	
Dave Ruzich	Safety Coordinator			
MINIMUM REQUIRED PERSONAL PROTECTIVE EQUIPMENT (SEE CRITICAL ACTIONS FOR TASK-SPECIFIC REQUIREMENTS)				
<input type="checkbox"/> REFLECTIVE VEST <input checked="" type="checkbox"/> HARD HAT <input type="checkbox"/> LIFELINE / HARNESS <input checked="" type="checkbox"/> SAFETY GLASSES	<input type="checkbox"/> GOGGLES <input type="checkbox"/> FACE SHIELD <input type="checkbox"/> HEARING PROTECTION <input checked="" type="checkbox"/> SAFETY SHOES	<input type="checkbox"/> AIR PURIFYING RESPIRATOR <input type="checkbox"/> SUPPLIED RESPIRATOR <input checked="" type="checkbox"/> PPE CLOTHING	<input type="checkbox"/> GLOVES Cut-resistant <input type="checkbox"/> OTHER – VOLTAGE GLOVES/DEPENDING ON VOLTAGE	
¹JOB STEPS	²POTENTIAL HAZARDS	³CRITICAL ACTIONS TO MITIGATE HAZARDS		
1) Pre-operation Safety Check	<ul style="list-style-type: none"> Untrained operator 	<ul style="list-style-type: none"> Training on forklift design, controls and instrumentation. Training on the forklift stability and the proper way to transport, load, and stack on the forklift. Perform Brieser Vehicle/Equipment Daily Inspection before use. 		
2) Cranking & Driving	<ul style="list-style-type: none"> (Fall-Below) Rolling the wheels off the edge or ramps and loading docks. 	<ul style="list-style-type: none"> Buckle your seat belt when you're in the truck. Stay well back from the edge. Never turn around on the slope. Drive with your load on the uphill side. This means you drive up slopes with your load in front and drive down slopes in reverse. 		
3) Operating the forks	<ul style="list-style-type: none"> (Struck-By) Running into obstacles. 	<ul style="list-style-type: none"> Stay within the vehicle lanes. Slow down and sound your horn at corners, intersections and places with limited view. Slow down for turns. Drive in reverse if your vision is obstructed. Make sure that you have enough overhead clearance. 		
4) Transporting the load	<ul style="list-style-type: none"> (Struck-Against)Running into objects (Struck-By)Collisions with other equipment 	<ul style="list-style-type: none"> Be Alert Wear gloves to protect your hands. Keep your arms and hands in the truck. Keep the controls and your hands clean and dry. 		
5) Unloading	<ul style="list-style-type: none"> Injury to other personnel Damage to other equipment 	<ul style="list-style-type: none"> Position the truck at the desired location. If stacking loads, adjust the height of the load as appropriate. Tilt the mast forward to place the forks parallel to the ground. Once the load is set, slowly back away from the load. When clear of the load, place the forks at the proper height for traveling. 		
6) Parking the Forklift	<ul style="list-style-type: none"> Running over and crushing the operator. 	<ul style="list-style-type: none"> Never leave the truck until you lower the lifting mechanism, put controls in neutral and set the brakes. If you're 25 feet away or can't see the truck, turn the truck off. Never give rides or let anyone stand on the forks. Always administer the emergency brake. 		



JOB SAFETY ANALYSIS

7)		
8)		

¹ Each Job or Operation consists of a set of steps. Be sure to list all the steps in the sequence that they are performed. Specify the equipment or other details to set the basis for the associated hazards in Column 2

² A hazard is a potential danger. What can go wrong? How can someone get hurt? Consider, but do not limit, the analysis to: **Contact** - victim is struck by or strikes an object; **Caught** - victim is caught on, caught in or caught between objects; **Fall** - victim falls to ground or lower level (includes slips and trips); **Exertion** - excessive strain or stress / ergonomics / lifting techniques; **Exposure** - inhalation/skin hazards. Specify the hazards and do not limit the description to a single word such as "Caught"

³ Aligning with the first two columns, describe what actions or procedures are necessary to eliminate or minimize the hazards. Be clear, concise and specific. Use objective, observable and quantified terms. Avoid subjective general statements such as, "be careful" or "use as appropriate".