

Activity Hazard Analysis (AHA)

Activity/Work Task: 01 51 33 TEMPORARY TELECOMMUNICATIONS		Overall Risk Assessment Code (RAC) (Use highest code)		L				
Project Location: HANGER 7		Risk Assessment Code (RAC) Matrix						
Contract Number: N62473-13-D-7436		Severity	Probability					
Date Prepared: April 7, 2015			Frequent	Likely	Occasional	Seldom	Unlikely	
Prepared By: Steve Gabriel			Catastrophic	E	E	H	H	M
Reviewed By:			Critical	E	H	H	M	L
			Marginal	H	M	M	L	L
		Negligible	M	L	L	L	L	
Step 1: Review each "Hazard" with identified safety "Controls" and determine RAC (See above)								
"Probability" is the likelihood to cause an incident, near miss, or accident and identified as: Frequent, Likely, Occasional, Seldom or Unlikely.					RAC Chart			
"Severity" is the outcome/degree if an incident, near miss, or did occur and identified as: Catastrophic, Critical, Marginal, or Negligible					E = Extremely High-Risk			
Step 2: Identify the RAC (Probability/Severity) as E, H, or L for each "Hazard" on AHA. Annotate the overall highest RAC at the top of AHA					H = High Risk			
					M = Moderate Risk			
					L = Low Risk			
Job Steps	Hazards	Controls			RAC			
Site-specific/Job-specific training for workers	Employees not trained in the safe execution of their tasks may harm themselves or others	- Use this Activity Hazard Analysis and other formal and informal training as a means to train workers. NOTE: If the scope of work detailed below changes in any way, contact the Safety Department and complete an AHA amendment detailing the new scope of work.			L			
Put on your personal protective equipment.	Head, foot, or eye injury Personnel being struck by equipment/trucks Hearing damage	- Workers entering the job site must wear a hard hat, safety glasses, reflective vest and safety-toed work boots AT ALL TIMES. - Wear gloves when handling sharp objects. - Do not wear clothing or jewelry that could easily get snagged or caught by equipment or machinery.			L			
Receive deliveries and store material	Crushing or pinching hands or feet Excessive material handling Strains and Sprains	EM385--1-1, Sect. 5.A, 5.B, 5.C, 5.D, 5.E, 5.F - When moving material, keep hands and feet clear of pinch points. Stack material on stickers. - Store material in such a manner that it will not be blown or knocked over. - Stay clear of moving machinery, heed backup alarms and get out of the way. - Stage material as close to its final destination as possible. - Use safe lifting techniques.			L			
		EM385-1-1, Sect. 14.A						

Job Steps	Hazards	Controls	RAC
Check electrical cords	Electrocution- faulty electrical cords	<ul style="list-style-type: none"> - Do not use electrical cords with cuts, worn insulation, or visible conductors. - Use cords rated for hard or extra-hard usage. - Use factory-assembled cord sets as much as possible. Repairs must preserve the original electrical and mechanical integrity of the cord. - Electrical tape fixes are prohibited and replacement plugs must be properly sized and provided with strain relief clamps. - Check that the ground prong is in tact. <p>EM385-1-1, Sect. 11.A.03, 11.A.06, 11.A.10</p>	L
Inspect tools	<p>Injury due to defective or improperly functioning power tools</p> <p>Electric shock from defective tools.</p> <p>Impact injuries, splinters</p> <p>Impact injuries from spinning tool</p>	<ul style="list-style-type: none"> - Remove defective tools from the job site. - Wooden handles for tools are secured tightly in the tool and free of cracks and splinters. - All saws are equipped with properly functioning manufacture installed guards. - Hand held power tools (saws, drills, grinders) are equipped only with a constant pressure switch. - Pneumatic nailers have a functioning safety device on the muzzle to prevent ejection unless muzzle in contact with work surface. - Only use tools for their intended use. - Use only GFCI protected outlets. - Tag defective tools and remove them from the workplace. <p>EM385-1-1, Sect. 13.A, 13.B, 13.C, 13.D, 13.H</p>	L
Re-fuel gas powered tools	Fires, explosions, burns	<ul style="list-style-type: none"> - Use only approved metal safety cans to store and dispense fuel. - Place oily or fuel soaked rags and other combustibles in approved containers. - DO NOT SMOKE WHILE REFUELING. <p>EM385-1-1, Sect. 9.B, 26.D</p>	L
Layout, communication, and preparatory instructions	Lack of coordination between workers- Mistakes, Injuries	<ul style="list-style-type: none"> - Before beginning each phase of work the foreman will explain to the workers what needs to be done and how the work will proceed. - All rebar which is below the level where work is ongoing onto which workers could fall must be protected with square type rebar caps. - Be aware of your surroundings while moving materials, watch where you are going. - Never move materials over or above workers. 	L

Job Steps	Hazards	Controls	RAC
Moving material	Strains from lifting Striking and injuring co-workers with materials Crushed by	<ul style="list-style-type: none"> - Team lift heavy or awkward materials. - Use safe lifting techniques. - Use material handling aids whenever possible. - Be aware of your surroundings and watch where you are going while carrying material. - Never move materials above coworkers. - When receiving/stocking material through a wall or floor opening, do not stand in front or above the opening where you could fall. - (See training and inspection requirements for reach-lifts below.) - When stocking material above ground level up to 35-feet , a reach-lift will place the pallet as close to the material's final destination as possible, then hand stocking will occur. <p>EM385-1-1, Sect. 14.ASee Activity Hazard Analysis on forklift operation</p>	L
Roll out tools and set up equipment	Tripping - Hoses, Cords, Compressor	<ul style="list-style-type: none"> - Keep corridors and high traffic areas free of cords, hoses, and other equipment. - Completely unroll all hoses and cords, avoid tangles. - Arrange hoses and cords in an orderly fashion. - Clean up scrap materials and debris before and after working in an area. - Maintain Good housekeeping. - All trash and debris shall be put in appropriate locations. - Do not leave tools and materials laying around on the ground. <p>EM385-1-1, Sect. 14.C</p>	L
Hoist and Set Material/Components (Forklift)	Unexpected movements Materials striking and injuring workers Crushed by falling material Swinging loads striking and injuring workers	<ul style="list-style-type: none"> - Assure that there is good communication between workers and the lift operator. - Never walk under a raised load. - Use a tag line on all loads to help stabilize the load and maneuver it into position. <p>EM385-1-1, Sect. 13.D, 14.A, 21.A, B, C, H, 27.A, B, C</p> <p>See Activity Hazard Analysis on Forklift Operation</p>	L

Job Steps	Hazards	Controls	RAC
Working with combustible materials	Fires and explosions- burns	<ul style="list-style-type: none"> - Ensure that a portable an ABC rated fire extinguisher is always within 100 ft. of your working area. - Know how to operate the fire extinguisher. - Always heed "No Smoking or Open Flame" warning signs. Remove combustible scrap and debris from work areas daily. - Store combustibles in approved locations/containers. - Use approved metal safety cans used for handling and use of flammable liquids. <p>EM385-1-1, Sect. 6.A, 6.B, 9.A, 9.B</p>	L
Working in Confined Spaces	Asphyxiation or carbon monoxide poisoning	<ul style="list-style-type: none"> - Never enter a confined space such as man-holes, vats, silos, vaults, tunnels, duct work, etc. This hazard analysis does not cover painting in Confined Spaces. - Always heed warning signs for confined spaces. <p>EM385-1-1, Sect. 34</p>	L
Using Explosive-Actuated tools	Injuries to eyes, hands and wrists, or ears	<ul style="list-style-type: none"> - Wear personal protective gear including eye, ear, and hand protection. - Proper warning signs are required to be posted. - Never use a powder actuated tool unless you have been trained and certified the specific tool (brand/model) and its use. - Hold the tool firmly (bend elbow slightly), and perpendicular to the work surface. - In the event of "mis-fire" hold in place for 30 seconds before removal. <p>EM385--1-1, Sect. 5.A, 5.B, 5.C, 5.D, 5.E, 5.F, 13.E</p>	L
Cut uni-strut and/or conduit	Cuts and scrapes Sharp edges, burrs	<ul style="list-style-type: none"> - Keep fingers at least 8 inches from the blade - Cut short pieces from long stock and hold the long end of the piece. - Don't try to cut too quickly - Make sure the piece you are cutting is properly supported and secured. - Watch where you are throwing your sparks. Do not cut where sparks will land on other workers or on combustible materials - Wear safety glasses with side shields or goggles, and foam ear plugs. <p>EM385--1-1, Sect. 5.A, 5.B, 5.C, 5.D, 5.E, 5.F, 13.A</p>	L

Job Steps	Hazards	Controls	RAC
Working in hot weather	Heat Stroke, Heat Exhaustion, Heat Cramps Sunburn	<ul style="list-style-type: none"> - Make sure you always have an adequate supply of cold water available. If your water supply is running low talk to your supervisor. - Take scheduled cool down breaks. - Provide ventilation or air cooling equipment for enclosed work areas. - Use sunscreen. - Respond quickly and decisively in case of an accident. Call 911 immediately. - Know where the emergency numbers are posted, where the first aid kit is, and who is trained in first aid. - Only persons trained in first aid should be allowed to administer first aid. <p>EM385-1-1, Sect. 6.I</p>	L
Roll up Equipment and Clean-up	Slipping, Tripping, or falling, and Delayed Egress	<ul style="list-style-type: none"> - Store equipment out of the way. Roll up hoses and cords at end of day. - Clean up work area at the end of each shift. Stack materials in designated lay down areas. - Never throw or drop scrap and debris to a lower level unless that drop area has been cautioned/ barricaded off to prevent workers from entering the area. - Place combustibles in approved containers. <p>EM385-1-1, Sect. 2.B</p>	L
Sweep floor	Dust inhalation	<ul style="list-style-type: none"> - Wear a dust mask or respirator when sweeping. <p>EM385-1-1, Sect. 5.G</p>	L
Responding to an emergency	Delayed emergency response- further injury or loss of life	<ul style="list-style-type: none"> - Respond quickly and decisively in case of an accident. Call 911 immediately. - Know where the emergency numbers are posted, where the first aid kit is, and who is trained in first aid. - Only persons trained in first aid should be allowed to administer first aid. <p>EM385-1-1, Sect. 3.A, 3.B</p>	L
Administering First Aid	Exposure to blood-borne pathogens	<ul style="list-style-type: none"> - Use appropriate PPE when administering first aid such as gloves, masks, eye protection and/or resuscitation equipment especially when blood is present. - Wash after contact with blood or other body fluids. - Dispose of soiled material in a labeled leak-proof container. <p>EM385-1-1, Sect. 3.A, 3.B, 3.D</p>	L
Equipment	Training Requirements/Competent or Qualified Personnel name (s)		Inspection requirements

IAW EM 385 01.A.13 Contractor-Required AHA “Work will not begin until the AHA for the work activity has been accepted by the GDA”
The AHA shall be reviewed and modified as necessary to address changing site condition, operations or change of competent/qualified person’s

Reset Form

Equipment	Training Requirements/Competent or Qualified Personnel name (s)	Inspection requirements
Forklift	Forklift Operator Training and Certification/License Review of Manufacturer's Operating Manual Activity Hazard Analysis Review	- Conduct Daily Inspection prior to Use - including Back-up Alarm and Maintenance Records. - Operators Manual shall be on ALL equipment. - Forklift will be equipped with Fire Extinguisher.
Explosive-Actuated Tools	Only Qualified Operators possessing a Qualified Operators Card can use an explosive-actuated device.	- Inspected daily PRIOR TO LOADING for proper function, broken parts, etc. Any equipment found defective will be tagged, taken out of service and replaced immediately. Explosive-actuated tools must be inspected, thoroughly cleaned, and tested after 1,000 rounds.
Power Tools	Trained by site supervisor and authorized to use power tools.	- Inspected daily for broken parts, damaged cords etc. Any equipment found defective will be tagged, taken out of service and replaced immediately.
Hand Tools	Trained by site supervisor before use.	- Inspected daily for broken parts, loose handles or components etc. Any equipment found defective will be tagged, taken out of service and replaced immediately.
Field/Work Truck	Valid Driver's License Required. Valid Insurance Certificate Required. Activity Hazard Analysis Review for each worker.	Activity Hazard Analysis Review for each worker. - Vehicle must be properly maintained and in good working order.
Personal Protective Equipment (PPE)	All workers will be trained in the proper donning and use of PPE before beginning work.	- Inspect ALL PPE prior to each use. Any damaged PPE will be replaced immediately.
First Aid Kits	A MINIMUM of 2 individuals trained in CPR/First Aid will be on-site and available to render aid at all times.	- First Aid Kits will be inspected weekly for damage and/or missing items which shall be replaced immediately.

Competent Person

Signature