



Western

# JOB HAZARD ANALYSIS - Task Specific

NEW

REVISED

**WORKPLACE TASK TO BE ANALYSED**

Moving Equipment through Stairwells

**DEPARTMENT**

CCPS

**WESTERN JOB CLASSIFICATION\***

Fire Safety Staff

**REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT**

Safety Shoes

**WESTERN HAZARD CATEGORY\***

Ergonomic/ WorkSite Hazards

**HAZARD TYPE\***

Weight, repetitive strain, struck by moving object

**LOSS POTENTIAL RATING\***

Moderate

\*refer to Stantec Specific Job Report

**DATE:**

June 29, 2006

**WRITTEN BY:**

Steve Clemens

**REVIEWED BY:**

Steve Clemens

**MGMT APPROVAL:**

**SEQUENCE OF TASK**

**POTENTIAL HAZARDS**

**ACTION OR PROCEDURE**

|                                                        |                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assess and Prepare Equipment and Materials to be moved | <ul style="list-style-type: none"> <li>a) safe equipment condition</li> <li>b) back injury</li> <li>c) overexertion strain</li> <li>d) potential rollover of equipment</li> <li>e) potential slippage of machinery</li> </ul> | <ul style="list-style-type: none"> <li>a) assess and inspect equipment, use appropriate resistant gloves that allow a good grip minimizing the chance of pinch or being caught in equipment or doorways or balusters of the stairwell</li> <li>b) safely load and transport item to site using various safe lifting procedures, cart, dollies, etc.</li> <li>c) appropriate number of staff to weight of item to be moved</li> <li>d) power equipment lifts, carts, dollies to move items used on level ground, use of straps/chains in association with stair climbing cart (fridge cart) or other device</li> <li>e) use of wheel locks where and when required, replace spraps, chains, or cables that are defective or show signs of wear: Inspect all hold downs to ensure that they are tight before start.</li> </ul> |
|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

f) Slip/trip/fall

f) wear gloves and steel toed shoes, avoid being caught in or between pinch and pull points, loose shields or clothing being caught, falling equipment is a concern and caution to be observed as to body position and escape of staff member on downward position on stairs

Assign appropriate number of staff to size and shape of equipment to be moved

staff to work load effort should match furniture size, weights, distance to be moved and number of items to avoid overexertion strain injuries

Supervisor organize crew to job requirements Re-instruct staff as required as to safe ergonomic of

Weight restrictions to be observed

over exertion strain injury