

Job Briefing/Routine Job Hazard Analysis Form

Please complete this form with your work crew during the job-briefing before beginning any work.

Related Work Order Number(s):

Task (What do you have to do today?)

Job Information / Emergency Procedures

Name:

Date:

Supervisor:

Sup. Phone Number:

Are **911** systems functional with cell phone use?:

Yes No

University Facilities @ 864-656-2187

Police: Clemson University @ 864-656-2222

Landscape: @ 864-656-1614

Facilities Safety: Tim Nix @ 864-643-6266

Task Description

Briefly state steps involved. Check all that apply.

Working at Height > 6ft

Leaf Blowing

Pesticide Application

Irrigation

Welding

Planting/Soil Prep

Mowing

String Trimmer/Edger

Mulch/Rock Work

Equipment Maintenance/Repair

Heavy Equipment

Snow/Ice Removal

Trenching/Excavation

Pruning Hand/Power

Utility Cart Operation

Utility Marking

Weed Pulling

Hand Watering

Sweeper Truck

Hand Tools

Trash/Litter Removal

Drain Cleaning

Storm Debris

Pond Maintenance

Mower Blade/Tool Sharpening

Shop Cleaning

Other:

Job Crew Members

- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |
| 7. | 8. |

Jobsite Exposures

Check any existing conditions or what may result from site work.

Physical Hazards

- Confined Space
- Electrical-AC/DC
- Falls from Elevation
- Fire Hazards
- Heavy Equipment
- Struck by / Caught In-between
- Overhead Work
- Slips, Trips, or Falls
- Vehicle Safety
- Pedestrians
- Overnight Work

Health Hazards

- Chemical Exposure
- Cold/Heat Stress
- High Noise > 85 dBa
- Lifting Hazards
- Silica, Mold, and Dust Exposure
- Biological Hazards (Animals, insects)
- Poison Ivy
- Sharp Objects
- Other:

Hazard Control Measures

PPE and Monitoring

- Gloves
- Hard Hat
- Safety Boots
- Hearing Protection
- Safety Glasses/Face Shield
- Safety Vest
- Respirator
- Dust Mask

Inspections

- Tools
- Ladders
- Housekeeping
- Equipment
- Mower
- Gators
- Tractors
- Loaders

Safety Systems/Training

- Barricades, Notices, and Warnings
- Call 811 (Pups)
- Job Briefing Meeting
- Traffic Control
- Re-entry Intervals

Note any other hazards or safety controls: