

PALM BEACH STATE COLLEGE PERSONAL PROTECTIVE EQUIPMENT (PPE) JOB HAZARD ASSESSMENT

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| Department: Facilities | Campus: All |
| Task: Dig a Hole Using a Shovel | |
| Job Title(s) Performing Task: Groundskeeper, Maintenance Mechanic, Maintenance Worker, Plumber, Irrigation Mechanic | |

Reviewed by Sal Vacirca, Campus & Offsite Facilities Manager, July 30, 2015

| Task Step/Sub-Tasks | Hazard(s) | Recommended PPE (Bolded)/Controls |
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| 1. Prepare work area. | Impact (to pedestrians who might walk into the work area and fall into the hole) | Place safety cones, barricades or safety tape around the work area to alert people of the activity and keep them out. |
| 2. Inspect shovel. | Cuts (from splinters or sharp edges) | Wear work gloves . |
| 3. Dig hole. | Ergonomics (back strain or other strain) | Do stretching and warm-up exercises before starting work. |
| | | <ul style="list-style-type: none"> • Pivot instead of twisting when throwing soil or materials to one side. • Keep left foot forward with feet well separated. • Load shovel moderately and pull load in close. • Keep right foot planted and move left foot back and to the left, toward where you are throwing the material. • If throwing material to the right, keep left foot planted and pivot with the right foot. • If left-handed, reverse the foot placement. • Avoid long periods of the same activity. • Perform other tasks intermittently, if possible. • Take short breaks to stretch. |
| | Cuts (from blisters) | Wear work gloves . |

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| 4. Fill in hole when and as appropriate. | See Step 3 above. | See Step 3 above. |

NOTE: Basic hazard categories include – **impact** (falling/flying objects, struck by), **falls from height**, **penetration** (sharp objects piercing foot/hand, other body parts), **compression** (roll-over or pinching), **cuts**, **burns**, **chemical exposure** (inhalation, ingestion, skin contact, eye contact or injection), **heat**, **extreme cold**, **harmful dust**, **noise**, **light (optical) radiation** (welding, brazing, cutting, furnaces, etc.), **ionizing radiation**, **non-ionizing (RF energy) radiation**, **electrical shock**, **ergonomics** (includes back strain or other strain due to lifting/stretching) and **biologic**.

CERTIFICATION: I certify that I have personally performed the above Job Hazard Assessment on the date indicated below. *This document is a Certification of the Hazard Assessment required by 29 CFR 1910.132(d)(2).*

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| Larry L. Leskovjan | <i>Larry L. Leskovjan</i> | July 30, 2015 |
| Printed Name | Signature | Date |