# JOB HAZARD ANALYSIS - Task Specific

Western

☐ NEW          ☒ REVISED

| **WORKPLACE TASK TO BE ANALYSED** | **WESTERN HAZARD CATEGORY*** | **DATE:** |
|---|---|---|
| Carpet Extraction | Ergonomic/Worksite Hazard | March 17, 2021 |
| **DEPARTMENT** | **HAZARD TYPE*** | **WRITTEN BY:** |
| Facilities Management | Slip/Trip/Falls | Frank DeGurse |
| **WESTERN JOB CLASSIFICATION*** | **LOSS POTENTIAL RATING*** | **REVIEWED BY:** |
| Caretaker | Moderate | Building Managers |
| **REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT** | ***refer to Stantec Specific Job Report** | **MGMT APPROVAL:** |
| Safety shoes, GFCI device, ear plugs if warranted, wet floor signs, caution tape, gloves, goggles or safety glasses | | Chris Bumbacco |

| SEQUENCE OF TASK | POTENTIAL HAZARDS | ACTION OR PROCEDURE |
|---|---|---|
| Assess and prepare equipment | a) Back injury<br>b) Overexertion strain<br>c) Slip, trip, fall,<br>d) electrocution | a) Assess and inspect equipment, test GFCI<br>b) Carpet extractors to be appropriate size and method of operation<br>c) Safely ensure footing and body position for awareness of slip, trip or falls,<br>d) Avoid spillage of waste water or chemicals and filters, Follow manufacturer's guidelines. Also see any equipment labels and Caretaking Manual; Section D, page 6 |
| Assign appropriate staff as required | | Lead Caretaker and/or Manager organize crew to job requirements<br>Re-instruct staff as required as to safe ergonomic operation |
| Removal of large debris or obstacles | Lacerations | Wear gloves appropriate for removal of such debris such as glass, staples or other such sharp objects, wear gloves for organic matter/waste cleanup |

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|---|---|---|
| Proceed with extraction of area(s) | a) Over exertion strain injury<br>b) Slip, trip, fall<br>c) Eyes exposure to chemical splash or waste water splash | a) Use extractor size that is to be appropriate size by weight, width of extractor head, appropriate attachments<br>b) Staff to watch proper footing, observe pedestrian traffic around them with caution to surrounding work environment  for slip or  trip hazards (ex: cord locations, furniture, drawers, obstructions)<br>c) Wear goggles |
| Refer to Caretaking Manual | | |
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