

# Job Hazard Analysis

(Always Wear Proper PPE)

<b>Project:</b>	<b>Superintendent:</b>
<b>Task: Assemble Shoring/ Manhole &amp; Trench Box</b>	<b>Date:</b>

Step	Potential Hazards	Safe Procedures/ Crew Responsibilities
<b>Preparation</b>		<ul style="list-style-type: none"> <li>• Designate a Competent Person or persons</li> <li>• Review P3 (Preparation Planning Procedures) and Hazard Analysis with crew</li> <li>• Complete and review STA's daily</li> <li>• Assess location and conditions</li> </ul>
<b>Assemble shoring device</b>	Improper assembly	<ul style="list-style-type: none"> <li>• Do not attempt to erect shoring devices unless you are experienced and have prior knowledge and training</li> <li>• Engineered design, if required</li> <li>• Review trench box tabulated data</li> </ul>
	Defective parts	<ul style="list-style-type: none"> <li>• Inspect shoring parts for defects and proper size parts prior to use</li> <li>• Ensure boxes are properly maintained</li> <li>• Check pins and washers</li> </ul>
	Overhead electrical or telephone lines	<ul style="list-style-type: none"> <li>• Follow the 10' overhead clearance rule</li> </ul>
	Slips, trips and falls	<ul style="list-style-type: none"> <li>• Use a level and dry area in which to assemble</li> </ul>

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<b>Step</b>	<b>Potential Hazards</b>	<b>Safe Procedures/ Crew Responsibilities</b>
<b>Assemble shoring device continued</b>	Operator or personnel being struck by shoring parts	<ul style="list-style-type: none"> <li>• Ensure machine operator and personnel are at a safe distance from any parts that could potentially fall at all times</li> </ul>
	Pinch points and crushing	<ul style="list-style-type: none"> <li>• When assembling shoring, use tag lines for alignment on assembly over 5'</li> </ul>
	Rigging failure	<ul style="list-style-type: none"> <li>• Use proper rigging equipment and inspect prior to each use</li> <li>• Never put any part of your body under a suspended load</li> </ul>
	Back or muscle strain from attempting to lift components	<ul style="list-style-type: none"> <li>• Never attempt to lift spreader bars onto the ears of the box manually: Use the machine and proper rigging for lifting ALL components</li> </ul>
<b>Other Steps (if any):</b>	<b>Other Hazards:</b>	<b>Other Safe Procedures:</b>