

Job Hazard Analysis

(Always Wear Proper PPE)

Project:	Superintendent:
Task: Excavation/Cut to Fill	Date:

Step	Potential Hazards	Safe Procedures/Crew Responsibilities
Preparation		<ul style="list-style-type: none"> Designate a Competent Person or persons Review P3 (Preparation Planning Procedures) and Hazard Analysis with crew Complete and review STA's daily Assess location and conditions*
Proper layout		<ul style="list-style-type: none"> Review plans and specs
Mark and locate existing utilities	Damage to existing utility lines or personnel during location process	<ul style="list-style-type: none"> Notify Dig Safe and all non-member utilities prior to start Follow 18" rule for locating utilities: Use hand tools to dig within 18" of the marked line until the utility is exposed.
	Injury to employee if live electric line is hit	<ul style="list-style-type: none"> De-energize electric lines if possible while locating
	Test pit cave-in	<ul style="list-style-type: none"> Use proper shoring while locating existing utilities
	Falling or tripping into test pits	<ul style="list-style-type: none"> Keep work area around test pits clean and free of trip hazards Berm or barricade test pits Use a ladder in good condition to access test pits over 4' deep
	Materials falling into test pits	<ul style="list-style-type: none"> Keep spoil piles neat and at least 2' from edges of excavation
	Damage to overhead utilities	<ul style="list-style-type: none"> Follow the 10' overhead clearance rule

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Excavate material	Personnel struck by equipment or trucks	<ul style="list-style-type: none"> • Ensure back up & travel alarms are working and loud enough • All employees wear high-visibility vests at all times • Maintain eye contact with operators and drivers • Give machines and trucks the right of way
	Struck by flying rocks from equipment or truck tires	<ul style="list-style-type: none"> • Maintain a safe distance from loading and hauling operations • Properly secure loads
	Hit by rocks falling off side of truck being loaded	<ul style="list-style-type: none"> • Stay in haul unit while being loaded • Keep others away from truck loading operations
	Loading or haul unit falls from bench cut	<ul style="list-style-type: none"> • Use berms to keep loading and haul units a safe distance from edge of cut
	Loading unit engulfed by bank or face	<ul style="list-style-type: none"> • Pay close attention for overhangs and keep face height reasonable
Haul material	Haul units hitting or backing into equipment	<ul style="list-style-type: none"> • If possible, have haul units drive forward to loading unit • When backing up is required, use all means to ensure there are no obstructions • Use radio communication and a spotter if necessary
	Haul unit goes off the haul road	<ul style="list-style-type: none"> • Keep all haul roads smooth and bermed at least ½ the height of the largest haul units' tires
	Dusty conditions cause poor air quality and poor visibility	<ul style="list-style-type: none"> • Water haul roads as often as necessary to keep the dust down
	Unsafe haul conditions due to rain, snow, or ice	<ul style="list-style-type: none"> • Monitor condition of haul roads at all times • Take immediate steps to eliminate unsafe conditions on haul roads and walking/working areas

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Place material	Haul unit tips over when dumping	<ul style="list-style-type: none"> • Keep all dump areas level and bermed
	Haul unit backs too far over edge of fill	<ul style="list-style-type: none"> • Use radio communication and a spotter if necessary • Use cables when pulling on haul units
	Compaction equipment tipping over	<ul style="list-style-type: none"> • Do not operate roller sideways on slope
Other steps (if any):	Other hazards:	<p>Other safe procedures:</p> <p>*1) If work is to be performed in a travel way, complete and follow Work in Travel Way Job Hazard Analysis</p> <p>2) If Hazardous Materials are encountered, cease work, secure work area and notify Superintendent and/or appropriate personnel immediately</p>