

POSITION HAZARD ANALYSIS

JOB SERIES: 3414	JOB TITLE: Machinist		
EMPLOYEE NAME (Please Print):		OFFICE SYMBOL:	
EMPLOYEE SIGNATURE:			DATE:
ANALYZED BY (Immediate Supervisor):			DATE:
REVIEWED BY (Safety Office):			DATE:

	YES	NO
Is employee in the Medical Surveillance Program?	<input type="checkbox"/>	<input type="checkbox"/>
Is employee required to wear personal protective equipment (i.e., safety boots or glasses, respirators, hearing protection, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>
Does employee require safety training (i.e., HTRW, confined space, HAZCOM, respirator, electrical, hearing)?	<input type="checkbox"/>	<input type="checkbox"/>

ACTIVITY	LOCATION	HAZARD	CONTROLS
Machine shop and machinery maintenance activities		Compressive foot injuries	Wear appropriate safety shoes/boots that meet ANSI Z 41.
		Ankle injuries	Wear proper field boots with ankle height of at least 4 inches.
		Head injuries	Wear hard hat when exposed to overhead hazards. Hard hats are required to be worn at all times when in Hard Hat Areas.
		Eye injuries	Wear appropriate eye protection as necessary.
		Hand injuries	Wear appropriate gloves and burr parts.
		Electrical shock	Ensure equipment is properly maintained and grounded and has GFCI protection. Ensure all extension cords are the correct type and are protected from damage.
		Loss of extremities	Wear clothing that will not get caught in machinery. Do not wear jewelry.
		Working over water	Wear lifeline and harness, and life jacket.
		Lifting	Use proper lifting techniques. Get assistance with necessary. When lifting, keep the load close to the body and lift with the legs.
		Noise	Wear proper hearing protection devices.
		Slips/trips/falls	Use good housekeeping practices. Be observant of walking/working surfaces.
		Working in confined spaces	Know signs and symptoms of oxygen deficient and poisonous/explosive gases. Have available and use, when necessary, respirator gas mask and/or portable air supply. Know and understand rescue and evacuation procedures.
		Cutting/grinding/chipping/sawing	Wear appropriate protecting clothing, gloves, and eye protection. Ensure all saws are guarded properly and all airline joints are correct and are properly secured.
	Welding burns/flash	Wear welding helmet and proper eye shielding. Protect the body with leather clothing and gloves.	

ACTIVITY	LOCATION	HAZARD	CONTROLS
		Working around suspended loads	Do not enter an area within the radius of swing when there is a suspended load. Obey posted warning signs. Be alert for and obey verbal instructions from the designated signal person. Ensure that proper equipment and procedures are being used by persons conducting the lift.
Travel	City, Highway and Secondary roads	Exposure to the elements	Wear proper clothing. Be aware of exposure duration and limit duration if necessary. Be knowledgeable of the symptoms of exposure related illnesses.
		Motor vehicle accidents	Obey traffic laws. Adjust vehicle operation to road and weather conditions. Employ defensive driving techniques. Complete defensive driver training once every 4 years.
		Uneven surfaces	Reduce speed appropriately.
		Deer and other wildlife	Stay alert, use caution, and drive defensively.
		Dust	Drive with windows closed.
		Reduced visibility	Ensure windows/mirrors are free from snow and ice. Drive with headlights on. Reduce speed appropriately.
		Slick, snowy, or icy roads	Use studded or chained tires, reduce speed, and increase following distances.
	Commercial travel	Airlines	Obey safety rules on common carrier transportation.