

Job Hazard Analysis Worksheet

Job: *Wiping Furniture during Dorm Cleaning*

Analysis by:

Custodial Best Practices Committee

Reviewed by:

Approved by:

Date:

4/17/19

Date:

Date:

Sequence of Tasks

Potential Accidents or Hazards

Preventative Measures

1. Gathering Supplies & Mixing Chemicals

- 1. Slips, Trips & Falls
- 1. Splash Back
- 1. Strain Injuries

- 1. Wear correct PPE (Non-slip shoes, gloves, eye protection)
- 1. Use auto-dispenser for mixing chemicals
- 1. Prevent overfilling bucket (no more than half-full)

2. Moving Furniture

- 2. Traps in furniture (drawers can slide open; items in drawers can be hazard)
- 2. Strain Injuries

- 2. Vacuum drawers/furniture before moving; prevent drawers from opening suddenly
- 2. Practice safe body mechanics; use floor sliders when moving furniture
- 2. If concerned, ask for help

3. Wiping Furniture

- 3. Bucket Method – Manually ringing rags
- 3. Splash back hazard
- 3. Strain Injuries

- 3. Look at attachments for ringers on buckets to prevent manual ringing
- 3. Wear correct PPE – ring rag well
- 3. Prevent overfilling bucket

<i>Sequence of Tasks</i>	<i>Potential Accidents or Hazards</i>	<i>Preventative Measures</i>
	3. Wiping furniture can cause strain injures	

