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<b>Job Hazard Analysis</b>		<b>JHA # 29</b>
<b>Job/Task Title: Cut Shop Operations</b>		
<b>Safe Job Procedure:</b>		<b>Revised 1/2024</b>
<p>This JHA is for the safe and successful operation of a shop environment fabricating building materials. Listed are the steps, hazards, preventive measures and procedures for the various operations and equipment used within the shop. Approach your work in the FSS shop in a safe manner.</p>		
<p align="center"><b>Required PPE: Hard Hat, Safety Glasses, Hearing Protection, Hi-Vis Vest, Cut-4 Gloves, Cut Resistant Sleeves (grinding), and Work Boots</b></p>		
<p align="center"><b>Review JHA's 23,26,29,30: Powered Tools and Equipment, Material Handling, Industrial/Rough Terrain Forklift, Covering/Cleanup</b></p>		
<b>Step #1 Work Area Inspection</b>		
<b>Steps to Complete Job</b>	<b>Hazards</b>	<b>Preventive Measures</b>
Survey and set up the work area.	Workers can be cut on sharp materials, sharp edges, or equipment. Possible trips, falls, and being struck by loose debris or unsecure materials.	1) Hard Hat, Safety Glasses, Hi-Vis vest, Cut-4 Gloves, Cut Resistant Sleeves (grinding), and Work Boots.
		2) Identify, eliminate, or mark all trip hazards such as, open holes, slippery conditions, rolling stock, or changes in elevations.
		3) Correct or note any changes in work area since last leaving it.
		4) Pickup loose materials and remove debris from work area.
Identify any stored energies in the work area that could be released due to the work being performed, or by being damaged.	Workers could release unknown or unsuspected energy due to damage, removal of system components, or exposure of system components.	1) Relocate stored energy components or system from work area.
		2) Deenergize and install LOTO procedures to stored energy source.
		3) Install bulletproofing or mitigation to protect stored energy source.
		4) Barricade and tag area around stored energy source.
Walk area to ensure that there is adequate lighting and electrical power supply.	Lack of lighting can impair the ability to see, causing trips, falls, cuts, etc. Lack of sufficient electrical power can cause circuit overloads and excessive number of electrical cords in the area.	1) Have temporary task lighting provided before work begins.
		2) Have temporary power provided before work begins.
		3) Minimize electrical cords in area. Verify the cords in use are rated for their expected use.
		4) All cords and lighting to be GFCI protected.



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		5) All cords to be tested and marked according to current Assured Grounding protocol.
Coordinate work in the area with others.	Possible confusion and conflict due to multiple workers in a limited area.	1) Communicate with other trades to avoid creating a hazardous situation. <b>Coordination</b>
<b>Step #2 Material and Equipment Handling</b>		
<b>Steps to Complete Job</b>	<b>Hazards</b>	<b>Preventive Measures</b>
Moving material or equipment utilizing carts, pallet jack, forklift, or other means.	Worker has the potential to be exposed to strains and sprains due to over exertion, improper lifting techniques, repetitive motions, and not stretching prior to beginning work.	1) Stretch and flex before beginning of shift and after lunch. Stretch throughout the shift when needed to reduce or eliminate muscle strains.
		2) Get help with heavy, awkward loads.
	Use of carts in material moving can cause strains, sprains, caught between injuries and collisions.	3) Utilize proper lifting techniques keeping the material close to the body and always lifting with legs.
		1) Do not overload carts.
		2) Properly balance the load on the cart.
	Workers operating forklift can be exposed to pinch, caught between, crushing, and tip over hazards.	3) Keep feet clear of cart wheels and maintain control of cart while it is in motion.
1) Only competent workers that are current on certification (within 3 years) can operate a forklift.		
Stocking and Organizing Materials.	Poor stocking or organization can cause strains, sprains, cuts, and struck by incidents.	2) Be always aware of surroundings, clearances, and understand lifting capacities of the machine you are operating.
		1) Plan stocking of materials to minimize handling and excessive lifting.
		2) Use mechanical means when available.
		3) Utilize proper lifting techniques.
		4) Get help with heavy awkward lifts.



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Step #3 Use of Power Tools During Fabrication		
Steps to Complete Job	Hazards	Preventive Measures
Inspection of equipment to be used.	In the process of inspecting equipment, the worker is exposed to cuts, electrical hazards, abrasions, impacts, strains, and sprains.	1) The Supervisor will determine who is competent and trained for each piece of equipment.
		2) Inspect cords for damage and that they have been properly marked for current Assured Grounding protocols.
		3) Ensure all guards and secondary handles are in place. If they need to be removed, <b>FSS EHS must be contacted for approval</b> , task must be noted in PTP, and guard must be kept with the tool. Guards must be replaced immediately after cut.
		4) Ensure tools are in good working order and blades are free of defects.
		5) Keep equipment clean so it is easy to inspect.
		6) If any defect in a tool is found, red tag tool immediately and remove it from service.