



FRED SHEARER & SONS, INC.
 ESTABLISHED 1916

Job Hazard Analysis		JHA # 8
Job/Task Title: Acoustic Ceiling Installation		
Safe Job Procedure:		Revised 1/2024
<p>This JHA is for the safe and successful installation of Acoustical Tile Ceiling and Grid Systems. Special emphasis is placed on Strains from working overhead, Cuts, and scaffold use hazards.</p>		
<p>Required PPE: Hard Hat, Safety Glasses, Hi-Vis, Cut 4 Gloves, and Work Boots</p>		
<p>Review JHA's 24,26,27,28,30,31,35: MEWP and Aerial Lift, Material Handling, Powder Actuated Tools, Scaffold, Covering/Cleanup, Stilts, LOTO, Overhead Work</p>		
Step #1 Work Area Inspection		
Steps to Complete Job	Hazards	Preventive Measures
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, Gloves, 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 (JHA #31) procedures to stored energy source.
		3) Install bulletproofing or mitigation to protect stored energy source.
		4) Barricade and tag area around stored energy source.



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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.
		5) All cords to be tested and marked according to current Assured Grounding protocol.
Coordinate work in the area with other trades.	Possible confusion and conflict due to multiple trades working in a limited area.	1) Communicate with other trades to avoid creating a hazardous situation by trade stacking. Coordination.
Step #2 Wire Installations		
Steps to Complete Job	Hazards	Preventive Measures
Installation of hanger wire utilizing various attachments.	Worker has the potential to be exposed to cuts, loud noise, pinch points, pokes, strains, and foreign objects in eyes.	1) Stretch and flex before beginning of shift and after lunch. Stretch throughout the shift when needed to reduce or eliminate muscle strains.
		2) Hearing protection is required when using a PAF. Call out "Shot" each time you use the PAF to warn other workers in the area.
		3) When working overhead produces flying debris, additional eye protection is required, either a face shield, spoggle, or foam sealed safety glasses.
		4) Always use two hands on the drill, and when utilizing an extension pole, always verify what you're drilling into, and your depth prior to start.
		5) Verify that there is no exposed electrical in the area before a lag pole or extension pole is being used.
Step #3 Ceiling Grid Installation		
Steps to Complete Job	Hazards	Preventive Measures
Installation of wall angle and metal grid ceiling.	Worker has the potential to be exposed to cuts, trips, falls, visual hazards, and struck by objects.	1) Keep floor in work area clear of materials and debris.
		2) Keep trash buggy in area so waste can be kept contained.
		3) Be aware of ceiling drops and wires that might be encountered.
		4) Set laser to above or below line of sight.



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		<p>5) Self-propelling (surfing) is allowed while installing grid or dropping tile, under the following guidelines:</p> <ul style="list-style-type: none"> • The task area must be a flat and level surface clear of debris, including screws that may catch scaffold wheels. • Baker must not exceed 52" (4'-4") height at the deck. • Must keep platform clear and free of debris. • No leading-edge conditions in work area. • Never allowed at Intel sites.
<p>Step #4 Tile and Insulation Installation</p>		
<p>Steps to Complete Job</p>	<p>Hazards</p>	<p>Preventive Measures</p>
<p>Installing insulation on top of ceiling tile.</p>	<p>Worker will be exposed to falling debris, inhalation hazards and cuts.</p>	<p>1) Long sleeves are recommended when working with insulation. 2) Wearing a respirator is recommended. 3) Always keep a sharp blade in your cutting knife and ensure you have a large flat ridged surface to cut on like a drywall scrap on top of a gang box. 4) Always cut away from your body. 5) While installing overhead, keep face out of dust and debris field. Face shield or spoggles are required when installing overhead. Dust mask recommended.</p>
<p>Dropping ceiling tile.</p>	<p>Worker will be exposed to falling debris, strains, and dust particles.</p>	<p>1) It is recommended to take micro breaks throughout the day and stretch muscles to avoid strains from working overhead.</p>