

Job Safety Analysis Worksheet		
Job Description: Ambient Air Monitoring		
Division/District/Bureau/Section: Air Resources Management		Approved By and Date:
Sequence of Basic Job Steps	Potential Accidents or Hazards*	Recommended Safe Job Procedures
Driving to and from monitoring sites	traffic, vehicle breakdowns Trailer problems Flat tire Getting lost Falling Asleep	<ul style="list-style-type: none"> - observe all traffic signs and laws - drive defensively - ensure vehicle is properly maintained - carry spare vehicle and trailer tire - carry jack and lug wrench - wear seat belt - plan route and carry maps - get plenty of sleep before driving - Make sure trailer attached correctly - Make sure trailer lights, blinkers working
Lifting and carrying various items	strains (overexertion) falls (both FS and FB)	<ul style="list-style-type: none"> - Determine whether item is too heavy or bulky for one person to carry; get help - Use proper lifting techniques - always be able to see where you are going and what might be an obstacle in your path - Use elevator rather than stairs when carrying something that takes both hands
Operate / install monitoring equipment	SB, SA, CW, CI, CBT various items or parts of the equipment Power Tools Electrical Work	<ul style="list-style-type: none"> - make sure you understand the proper way to use each item - when correcting problems, ensure no loose clothing or jewelry could get caught in the machinery - after repairs, check to ensure everything back together properly before re-starting equipment after use put everything in safest mode. - be certain to disconnect monitors or calibrators or data acquisition units as necessary
Working in Ambient Labs	Cylinder Gases Soldering Electrical work Power Tools Flammables	<ul style="list-style-type: none"> -Make sure ventilation system properly functioning - Keep Cylinder gas regulators closed when not in use -Keep gases chained to wall - Keep all flammables, means of ignition in separate room from gases - Confine soldering to designated area - Use proper mask and goggles while soldering - Keep flammables away during soldering - Properly trained personnel to do or supervise electrical work. - Use proper protective equipment when using power tools - Bolt drill press to floor

Accessing Monitoring Sites in Field	Exposure to lightning, snakes, spiders, poison ivy, ticks, mosquitos	<ul style="list-style-type: none"> -Take bug spray - Wear pants and, if needed, long sleeves -Stay indoors during lightning storms -Know location of nearest hospital -Keep lawn around monitoring sites mowed - Be mindful of where you step
Using various chemicals, such as charcoal, dessicant, etc.	CB, CW, E that causes irritation, allergic response, or skin problems Spills	<ul style="list-style-type: none"> - read and follow all instructions regarding proper use - if allergic reaction or irritation occurs, report to supervisor so chemical can be replaced with safer material - keep MSDS sheets on hand - wear proper eyewear, masks, and gloves when using certain chemicals - have clean-up plan for spills - keep water on hand for rinsing off skin
Using Office Furniture	SB, CB, CW, CO, FB, overexertion	<ul style="list-style-type: none"> - Use furniture for its intended purpose, for example, a chair with wheels is not a step ladder - when moving furniture, get help with heavy and/or bulky items -adjust furniture properly to avoid discomfort or strains when doing office work (such as, height of work surface or posture during use of computer equipment)

*Codes for Potential Hazards:

Struck By (SB)		Caught On (CO)		Fall To Below (FB)
Struck Against (SA)		Caught In (CI)		Overexertion
Contacted By (CB)		Caught Between (CBT)		Exposure (E)
Contact With (CW)		Fall - Same Level (FS)		