

POSITION HAZARD ANALYSIS

JOB SERIES: 0025	JOB TITLE: Park Manager, Supervisory Park Ranger, Park Ranger		
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
Office work	Project Office and/or Visitor Center	Eye strain	Ensure proper lighting. Ensure computer monitor and document copy stand are at approximately the same height and distance. Reduce computer screen glare by installing anti-glare/anti-static screens.
		Wrist strain	Ensure computer keyboards are adjusted so that the elbows are at a 90-degree angle and arms and hands are parallel to the floor. Use wrist rests or other support so that wrists are maintained in a neutral position.
		Neck/shoulder fatigue	Ensure video display terminals are properly adjusted so that the top of the screen is slightly below eye level and the screen is between 18 and 28 inches away. Document or copy holders should be at the same height and distance and the screen.
		Slips/trips/falls	Use good housekeeping practices. Secure tripping hazards (cords) to floor. Do not leave file drawers open when unattended.
		Lifting	Use proper lifting techniques. Get assistance when necessary. When lifting, keep the load close to the body and lift with the legs.
		Electrical shock	Do not reconfigure wiring in systems furniture panels. Ensure equipment is properly maintained and grounded. Protect electrical cords from damage by using cord covers. Do not overload outlets.
		Office machinery	Do not wear loose clothing or jewelry. Be cautious when making mylar copies (hot).
		Walking	Be alert of walking surface, wear flat shoes.
		Falling off of furniture	Use step stool. Do not use furniture as a ladder.
		Cutting tools	Cut in the direction away from hands and body.
		File cabinets/shelves	To avoid tipping, fill the bottom file/shelve first. Do not open more than one drawer at a time. Place heavy objects in the bottom drawers/shelves.
		Exposure to communicable diseases	Cover mouth when coughing. Do not make contact with places such as door knobs before washing hands after covering up a cough. Wash hands before eating food or putting hands on objects that will get in your mouth.

ACTIVITY	LOCATION	HAZARD	CONTROLS
Visitor center operations and conducting tours	Visitor center, dam and powerhouse	Slips/trips/falls	Use good housekeeping practices. Remove grease and oil from walking surfaces. Ensure wet floors are mopped dry. Be observant of walking surfaces.
		Prolonged standing/walking	Be in good physical condition. Take breaks as required.
		Physical assault from irritated, distraught, or intoxicated individuals	Knowledge of non-threatening communications. Know how to get assistance. Knowledge of self-defense and avoidance procedures.
		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.
		Electrical shock	Do not walk under low hanging wires on which work is being done. Do not put hands into open electrical panels.
		Noise	Wear proper hearing protection devices.
		Hazardous/flammable chemicals	Obey manufacturer's handling, storage, and use recommendations. Read Material Safety Data Sheet for specific hazards before use.
		Falls from step ladder or stool	Inspect working surface for stability. Do not use a step higher than recommended on the manufacturers label on the ladder.
Park patrols, assisting visitors, shop work, construction, fire control, grounds maintenance, logging operations	Project/field locations	Compressive foot injuries	Wear appropriate safety shoes/boots that meet ANSI Z 41.
		Physical assault from irritated, distraught, or intoxicated individuals	Knowledge of non-threatening communications. Know how to get assistance. Knowledge of self-defense and avoidance procedures.
		Stray bullets, buckshot or arrows during hunting season	Wear bright orange vest or jacket.
		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 as necessary.
		Chainsaw cuts	Wear protective clothing (headgear, goggles, hearing protection, gloves, boots, and leg guards). Use proper cutting techniques.
		Lifting	Use proper lifting techniques. Get assistance when necessary. When lifting, keep the load close to the body and lift with the legs.
		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. Ensure equipment is locked/tagged out before any work is begun.
Noise	Wear proper hearing protection devices.		

ACTIVITY	LOCATION	HAZARD	CONTROLS
		Slips/trips/falls	Use good housekeeping practices. Be observant of walking/working surfaces.
		Potential fall of over 6 feet	Use positive fall protection.
		Falling on slippery or rugged terrain	Wear proper field boots and be observant of terrain. Use safety lines when necessary.
		Falls from step ladder or stool	Inspect working surface for stability. Do not use a step higher than recommended on the manufacturers label on the ladder.
		Snake bites	Wear proper field boots or snake chaps. Do not harass/kill snakes.
		Animal bites	Wear proper clothing. Do not approach animals. Use caution and composure when encountering animals.
		Insect bites and stings	Knowledge and avoidance of such insects. Caution and knowledge of any allergies to such bites or stings. Do not wear perfume or cologne. Know where to obtain first aid.
		Tick bites	Wear proper clothing. Make frequent checks for the presence of ticks and use proper removal techniques if found.
		Poisonous plants	Knowledge and avoidance of such plants. Wash after contact.
		Fumes and dust	Ensure proper ventilation and wear respirator if necessary.
		Hazardous/flammable chemicals	Obey manufacturer's handling, storage, and use recommendations. Read Material Safety Data Sheet for specific hazards before use.
		Moving equipment	Keep alert and out of the way of heavy equipment.
		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.
		Burns/smoke	Use appropriate fire fighting techniques. Wear proper protective clothing (fire suit, gloves, respirator, etc.) and equipment.
		Cuts and bruises	Wear proper clothing. Use caution.
		Lifting	Use proper lifting techniques. Get assistance when necessary. Keep the load close to the body and lift with the legs.
		Brush cutting	Maintain safe distance from equipment. Stay clear of flying objects. Wear appropriate personal protective equipment.
		Prolonged standing, walking, lifting, bending, and pushing	Be in good physical condition. Take breaks as required.
		Pesticide application	Read Material Safety Data Sheet. Use required protective equipment. Follow manufacturer's instructions on handling, usage, and storage. Have annual medical checkup.
First aid and rescue	Project/field locations	Exposure to diseases	Wear proper protective clothing. Wash immediately after contact. Dispose of infected waste in appropriately marked biohazard bags. Have current immunizations against infectious diseases.
		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.

ACTIVITY	LOCATION	HAZARD	CONTROLS
		Falling on slippery or rugged terrain	Wear proper field boots and be observant of terrain. Use safety lines when necessary.
		Cuts and bruises	Wear proper clothing. Use caution.
		Lifting	Use proper lifting techniques. Get assistance when necessary. Keep the load close to the body and lift with the legs.
Marine operations	Marine and floating plant locations	Drowning	Wear life vest, know where life saving equipment is located.
		Physical assault from irritated, distraught, or intoxicated individuals	Knowledge of non-threatening communications. Know how to get assistance. Knowledge of self-defense and avoidance procedures.
		Slips/trips/falls	Wear proper footwear, maintain good housekeeping, remove grease and oil from working surfaces. Stumbling hazards will be painted yellow and slippery deck areas will be coated with an anti-skid surface.
		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.
		Entanglement in lines	Worn or damaged lines will not be used. Avoid pinch points and stay clear of lines under strain.
		Entanglement in moving machinery	All points requiring lubrication during operation shall have fittings so located or guarded as to be accessible without hazardous exposure and all moving parts shall be guarded when exposed to contact.
		Electric shock	Ensure equipment is properly maintained and grounded.
		Engine room vapors	Ensure proper ventilation.
		Vessel damage/sinking	Obey navigation rules and weather warnings. Be aware of emergency evacuation procedures.
		Fire and explosion	Use good housekeeping practices. Segregate flammable materials/chemicals. Ensure proper ventilation of vapors. Be knowledgeable of appropriate fire fighting techniques and equipment.
Wildlife control	Field locations	Bites/scratches	Wear appropriate protective clothing and follow animal control procedures and techniques.
		Disease	Wear appropriate protective clothing and have current immunizations.
Travel	City, Highway and Secondary roads	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.
	Off road	Terrain: holes, logs, rocks, steep angles	Reduce speed appropriately. Stay alert and use caution.
	Commercial travel	Airlines	Obey safety rules on common carrier transportation.

ACTIVITY	LOCATION	HAZARD	CONTROLS
----------	----------	--------	----------