



Western

JOB HAZARD ANALYSIS - Task Specific

NEW

REVISED

WORKPLACE TASK TO BE ANALYSED

Stairwell Sweeping

DEPARTMENT

Facilities Management

WESTERN JOB CLASSIFICATION*

Caretaker

REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT

Safety shoes, appropriate gloves

WESTERN HAZARD CATEGORY*

Ergonomic/Worksite Hazards

HAZARD TYPE*

Repetitive Strain, Slips/Trips/Falls, Awkward Posture

LOSS POTENTIAL RATING*

Moderate

*refer to Stantec Specific Job Report

DATE:

March 17, 2021

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MGMT APPROVAL:

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SEQUENCE OF TASK

POTENTIAL HAZARDS

ACTION OR PROCEDURE

Assess and prepare equipment and sweeping compound	a) Back injury b) Overexertion strain c) Slip, trip, fall d) Exposure to chemical	a) Assess and inspect equipment, b) Brooms to be appropriate size by length and width and weight for stair and stair surface type. c) Safely ensure footing and body position for awareness of slip trip or fall, d) Avoid spillage, refer to MSDS sheet, manufacturer's guidelines. Also see product labels and Caretaking manual.
Assign appropriate staff	Overexertion strain injuries	Lead Caretaker and/or Supervisor organize crew to job requirements Re-instruct staff as required as to safe ergonomic operation
Removal of large debris or obstacles	Cuts	Wear gloves appropriate for removal of such debris

<p>Proceed with sweeping of stairs starting at top of stair to bottom transporting garbage can, dust pan, bag, etc to appropriate landings</p>	<p>a) Over exertion strain injury b) Slip trip fall</p>	<p>a) Use broom size that is to be appropriate size by weight, length and width for stair and stair surface type. b) Staff to watch proper footing and pedestrian traffic around them with caution to work environment awareness.</p>