



Western

# JOB HAZARD ANALYSIS - Task Specific

NEW

REVISED

**WORKPLACE TASK TO BE ANALYSED**

Wet Mopping High Traffic Areas

**DEPARTMENT**

Facilities Management

**WESTERN JOB CLASSIFICATION\***

Caretaker

**REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT**

Safety shoes, appropriate gloves

**WESTERN HAZARD CATEGORY\***

Work Site/Ergonomic Hazards

**HAZARD TYPE\***

Slips/Trips/Falls, All Ergonomic

**LOSS POTENTIAL RATING\***

Moderate

\*refer to Stantec Specific Job Report

**DATE:**

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**REVIEWED BY:**

Building Managers

**MGMT APPROVAL:**

Chris Bumbacco

**SEQUENCE OF TASK**

**POTENTIAL HAZARDS**

**ACTION OR PROCEDURE**

Assess and prepare equipment and chemical mixture	<ul style="list-style-type: none"> <li>a) Back injury</li> <li>b) Overexertion strain</li> <li>c) Slip, trip, fall</li> <li>d) Exposure to chemical</li> </ul>	<ul style="list-style-type: none"> <li>a) Assess and inspect equipment, assess if wet vac with G.F.C.I. protection is needed for larger volumes of water and soil.</li> <li>b) Mops to be appropriate size by length and width and weight for stair and stair surface type.</li> <li>c) Safely ensure footing and body position for awareness of slip, trip or fall, ensure pedestrian safely aware of wet floor through use of wet floor signs at any corridor or common area affected. For lobby or entry areas, staf may decide to rope off half areas at a time with caution tape or barrier devices and complete pickup of wet area.</li> <li>d) Safely mix any chemical to be used, avoid spillage, mix chemicals to proper dilution per MSDS sheet, manufacturer's guidelines. Also see produce labels and Caretaking manual.</li> </ul>
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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
Proceed with mopping of area	a) Overexertion strain injury b) Slip, trip, fall	a) Use mop and pail size and equipment (wet vac/ auto-scrubber) that is appropriate size by weight, length and width area and surface type. b) Staff to watch proper footing and pedestrian traffic around them with caution to work environment awareness being work around. Leave wet floor signs in position until floor is dry.