



FRED SHEARER & SONS, INC.
ESTABLISHED 1916

Job Hazard Analysis		JHA # 30
Job/Task Title: Covering and Cleanup		
Safe Job Procedure:		Revised 11/2024
This JHA is for the safe and successful covering of existing or new finishes and the cleanup of the jobsite. Emphasis is placed on wearing the proper PPE and dust management.		
WORKERS MUST READ AND UNDERSTAND JHA #0 BEFORE BEGINNING ANY TASK		
Review JHA: #26 Material Handling		
Step #1 General Jobsite Covering		
Steps to Complete Job	Hazards	Preventive Measures
Covering and protecting both new and existing finishes.	Worker has the potential to be exposed to strains and sprains.	1) Stretch and flex before beginning of shift and after lunch. Stretch throughout the shift when needed to reduce or eliminate muscle strains. 2) Use proper lifting techniques and get help with heavy awkward loads. 3) Avoid twisting while lifting.
	Worker has the potential to be exposed to trips, falls and being struck-by.	1) Secure all covering materials so they do not create a trip hazard or nuisance hazard. 2) Create appropriate access and egress points that will accommodate workers and the work being performed. 3) Eliminate any hazard or potential for hazard before covering it. 4) Covered material must be secured against any inclement weather or possible trade damages. 5) Follow proper knife safety when cutting paper or plastic. Use of a retractable blade is recommended.
Step #2 General Jobsite Cleanup		
Steps to Complete Job	Hazards	Preventive Measures
Cleaning up the jobsite.	Worker has the potential to be exposed to slips, trips, falls, struck-by, and cut hazards.	1) To maximize efficiency, Plan the clean up so cleaning does not have to be repeated.
		2) Fold covering material into itself, so loose material does not fall onto floor and dust is contained.
		3) Place covering material and debris immediately into dump buggies.
		4) Use "Kleene Sweep" or similar additive when sweeping to minimize dust.
		5) Use floor scrapers for material that has adhered to the floor.

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