



**FRED SHEARER & SONS, INC.**  
**ESTABLISHED 1916**

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| <b>Job Hazard Analysis</b>  |   | <b>JHA # 18</b>  |
| <b>Job/Task Title: Interior Removal and Disposal of Glass</b>   |   |  |
| <b>Safe Job Procedure:</b>  |   | <b>Revised 11/2024</b>   |
| <p>This JHA is for the safe and successful removal and disposal of glass. Special emphasis is placed on preventing Strains, Sprains, Eye Injuries and Cuts.</p> |   |  |
| <p><b>WORKERS MUST READ AND UNDERSTAND JHA #0 BEFORE BEGINNING ANY TASK</b></p>   |   |  |
| <p><b>Review JHA's: #17 Interior Demolition, #22 Baker Scaffolds, #30 Covering/ Cleanup, #34 Overhead Work, #35 Material Handling</b></p>                       |   |  |
| <b>Step #1 Task Area Prep</b>   |   |  |
| <b>Steps to Complete Job</b>  | <b>Hazards</b>  | <b>Preventive Measures</b>   |
| Preparing glass and area for glass removal.   | Worker could be exposed to strains, cuts, and trips.                              | 1) Clear area of any excess materials or debris.   |
|   |   | 2) Have a stocking plan in place.  |
|   |   | 3) Utilize Duct tape, placing tape in an "X" pattern on glass before removal.  |
|   |   | 4) Communicate with other trades nearby and keep personnel out of demo area.   |
| <b>Step #2 Removal of Glass</b>   |   |  |
| <b>Steps to Complete Job</b>  | <b>Hazards</b>  | <b>Preventive Measures</b>   |
| Remove glass with hand tools and glass cups. Place glass on tarp, cart, or pallet.  | Worker could be exposed to strains, sprains, cuts, pinch, slips, trips and falls. | 1) PPE: Cut 4 gloves, Cut less sleeves   |
|   |   | 2) Inspect glass cups and ensure proper function.  |
|   |   | 3) Always use at least two glass cups when removing glass.   |
|   |   | 4) Glass should always be removed from the trim side of the wall.  |
|   |   | 5) Have the necessary items ready to quickly clean up after possible breakage. (Broom, dustpan and buggy)  |
|   |   | 6) When the glass is ready for removal, use proper lifting techniques. Get assistance if the glass is too heavy for one person to safely handle, or for awkward loads.   |
|   |   | 7) Avoid twisting while lifting.   |
|   |   | 8) If staging glass for later reinstall – Have either a cart or pallet ready to accept the glass prior to removal. Use a buffer between glass and a cart or pallet. Do not stack over 12 inches high or wide. Glass is to be shrink wrapped to the cart or pallet. Removed glass is to be stored in a non-congested area and protected on all sides from damage or inadvertent movement. |



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|  |  | 9) For demo – When using the “Break” method, first talk with safety to ensure proper execution. |
|  |  | 10) Secure all loads before moving or transporting glass with straps or other means.            |
|  |  | 11) Pick up loose debris and broom sweep area when finished.                                    |

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