

# APPENDIX A

## Job Hazard Analysis

1. Name of Employer:	Acme State Agency	2. Date JHA was completed:	June 6
3. Title of Job:	Changing a tire	4. Person Assisting with JHA:	Jane Doe
5. Person Completing JHA:	Joe Smith	6. Date JHA was revised:	June 6
7. Location / Dept. /Facility:	Agency parking lot		
8. Recommended Personal Protective Equipment (Check Box and List Type):			
9. <input type="checkbox"/> Head	10. <input checked="" type="checkbox"/> Hand Gloves	11. <input checked="" type="checkbox"/> Foot Safety boots	12. <input type="checkbox"/> Hearing
13. <input checked="" type="checkbox"/> Eye Safety glasses	14. <input type="checkbox"/> Face	15. <input type="checkbox"/> Torso	16. <input type="checkbox"/> Leg
17. <input type="checkbox"/> Electrical	18. <input type="checkbox"/> Respiratory	19. <input type="checkbox"/> Other – List:	
20. Special Equipment:	Lug wrench and jack		
21. Special Precautions:	Set emergency brake		
22. Specialized Training			
23. Testing/Monitoring Equipment:			

24. Sequence of Events	25. Potential Accidents or Hazards	26. Preventive Measure
Park vehicle	Vehicle rolls forward or backward	Set emergency brake
Get lug wrench, jack and spare tire	Lifting (motion)	Use proper lifting technique
Loosen lug nuts	Wrench slipping off lug nut/overexertion	Use proper size tool
Raise (jack up) vehicle	Vehicle falls off jack	Proper positioning of jack
Remove tire	Lifting (motion)	To minimize lifting, raise vehicle just high enough to remove tire
Place spare tire on	Lifting (motion)	To minimize lifting, raise vehicle just high enough to place tire on
Lower (jack down) vehicle	Body part caught under vehicle	Stay clear of underside of vehicle when lowering
Tighten lug nuts	Wrench slipping off lug nut/overexertion	Use proper size tool
Put away lug wrench, jack and old tire	Lifting (motion)	Use proper lifting technique