|  |  |
| --- | --- |
| **Task/Tool:** | ***Insert Picture:*** |
| **Name of Shop/Dept:** |  |
| **Job Title(s):** |  |
| **Analyzed by:** |  |
| **Date:** |  |
| **Required PPE**

|  |  |  |
| --- | --- | --- |
|[ ]  Safety Glasses |[ ]  N95 Respirator |[ ]   |
|[ ]  Splash Goggles |[ ]  Cartridge Respirator |[ ]   |
|[ ]  Dust Goggles |[ ]  Chem Resistant Suit (Tyvec) |[ ]   |
|[ ]  Work Gloves |[ ]  Lab Coat |[ ]   |
|[ ]  Chem Resistant Gloves |[ ]  Arc Flash  |[ ]   |

 |
| *Additional PPE or Equipment needed:* |
| **Required/Recommended Trainings**

|  |  |  |
| --- | --- | --- |
|[x]  Safety Orientation |[ ]   |[ ]   |
|[ ]   |[ ]   |[ ]   |
|[ ]   |[ ]   |[ ]   |

 |
| *Additional Specialty Equipment needed:* |
| **Job Steps** | **Hazards** | **Controls** |
| ***Example:*** 1. Turn on Machine
 | ***Example:***Flying Dust | *Example:* * Wear safety glasses and face shield.
* Keep face and hands away from moving belts.
* Make sure guards are in place.
 |
| 1. Align Material
 | Cutting hand | *Example:** Wearing cut resistant gloves along with all other recommended PPE.
 |
| 1. Angle Material
 | Cutting Hand  | *Example:* * Work slowly to prevent injury
* Remember to never try to catch any falling objects but rather let them fall as trying to catch something in motion may do more harm than good.
* Add more rows as needed for additional steps
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