



Book

The Guidebook to Successful Safety Programming

By Raymond J. Colvin

Edition	1st Edition
First Published	1992
eBook Published	22 December 2017
Pub. Location	Boca Raton
Imprint	CRC Press
DOI	https://doi.org/10.1201/9781351077156
Pages	312
eBook ISBN	9781351077156
Subjects	Engineering & Technology

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Citation

CHAPTER 5

Hazard Identification and Control

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5.1 OVERVIEW

A major responsibility of management is to identify the hazards to which employees will be exposed in the workplace and to meet OSHA requirements for eliminating the hazards through engineering methods, training the employees to avoid the hazards, and documenting the hazards (Job Safety Analysis). Therefore, it is necessary for the employer to develop and institute methods of identifying routine and nonroutine recognized hazards throughout the entire operations of all jobs, tasks, and processes.

Every employer should be able to produce a list of recognized hazards to which the employees will be exposed in the workplace.

Written hazard reports, if properly organized and expanded on, can provide an excellent means of safety communication and form the basis for an effective hazard identification and control program. Successful programs use systematic hazard reviews, most often utilizing the Job Hazard Analysis process. Job Hazard Analysis is a tool that enables supervisors and employees to work together to systematically approach safe job performance. Generally, the process includes three basic steps: identify jobs to be analyzed; prioritize by degree of hazard; break jobs down into sequential individual steps; determine the key safety factors in each job step; and perform a safety review.

Once the recognized hazards have been identified, management must implement methods to ensure continued avoidance of hazards, e.g., the lock out/tag out system for equipment and process hazards that set up a method of engineering controls and training of employees.

5.2 IDENTIFYING AND REPORTING

The persons who are the closest to potential hazards and who may have to work around hazards daily are the employees on the floor. They are the best resource in identifying unsafe conditions and hazardous work practices.

Effective communications are a necessary ingredient of a good organization and a well-run program. Unless employees have some way to voice their feelings and concerns about safety issues, their involvement may be reflected in their safety attitudes and in a lack of respect for the organization's management.

EXHIBIT 5A

SAMPLE POTENTIAL HAZARDOUS AREAS AND CONDITIONS

EMPLOYEE ACTIVITIES/WORKING CONDITIONS

- Organization of work area
- Care and condition of tools
- Lifting operations/methods
- Pushing/pulling, carry, hoists
- Walking, handling objects
- Working conditions
- Working practices
- Personal safety
- Business activities

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Adedeji B. Badiru



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