|  | **JOB SAFETY ANALYSIS** | | |
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|  | Safety Information for the University of California, Berkeley | | |
|  | **Facilities Services** | | |
|  | **Lab Hood Exhaust Ductwork Repair** | | |
|  | **TASK HAZARDS CONTROLS** | | |
|  | 1. Set up and evaluate your workspace | Slips, trips, and falls  Lab hazards  Spilled Chemicals  Chemical Irritants  Toxic materials  Carcinogens  Radiation hazards | Move trip hazards out of the way if possible  Block off/secure your work area if needed  Follow guidelines from Lab Safety Training  Do not touch unknown liquids or material  Coordinate with lab managers  Submit a request for all materials to be removed from the hood prior to performing any kind of work.  Get information from the users regarding the type of chemicals or hazardous materials that may have been used in the hood.  Contact EH&S to test the hood and exhaust duct connection/s. Spot tests of connected ducts may be required.  Defer to EH&S for further instructions if hazards are found. Proceed with caution if no hazards are found |
|  | 1. Caution off the hoods with caution tape and perform LOTO on exhaust fans | Electrical | Perform LOTO according to manufacturer’s recommendations or equipment specific procedures.  Disconnect power and bleed/block off any areas or equipment that may result in inadvertent movement.  Place locks and tags on appropriate lock out points.  Wear insulated gloves if necessary.  Test the equipment to ensure LOTO was successful.  Conduct group LOTO if more than 1 person is working on the equipment. |
|  | 1. Work on ductwork | Fall from ladders  Lab Hazards | Select appropriate ladder for the job  Use aerial lifts, scaffolds, or other equipment as needed  Inspect the ladder before use  Use according to manufacturer’s recommendations  Use 3 points of contact while climbing up and down  Training on ladder safety  Open A frame ladders all the way and lock in place  Same as above |
|  | 1. Securely bag and properly dispose of any ducting material removed during repair or maintenance. | Unknown dust and debris | Mandatory PPE: Wear Tyvek suits, gloves, and goggles  Recommended: N95 or half face respirator |
|  | **Required Training:**  Ladder Safety PPE  Lab Safety LOTO | **Personal Protective Equipment (PPE)**  Tyvek suit N95 or half face respirator  Gloves  Goggles | |
| **Other Information:** |  | | |
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|  | For more information about this JSA, contact the Department Safety Coordinator. | | |