|  | **JOB SAFETY ANALYSIS**  |
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|  | Safety Information for the University of California, Berkeley |
|  | **Facilities Services** |
|  | **Working on Indoor Light Fixtures (like LED, fluorescent and emergency lighting)** |
|  | **TASK HAZARDS CONTROLS** |
|  | 1. Set up equipment and prepare the work area.
 | Slips, trips, and fallsMusculoskeletal injuriesLow visibility | Inspect the area and isolate/move hazards out of the way as necessary.Barricade the work space with caution tape, cones, or signs if exposed to pedestrian or other types of traffic.Use safe lifting techniques, proper body mechanics, tools, and equipment.Ensure you take necessary breaks for water and stretching.If lifting more than 50 pounds, ask for assistance if neededUse flashlights, headlamps, flood lamps, rechargeable LEDs, or other illuminating devices as needed.  |
|  | 1. Working in attics, crawl spaces, and other elevated work locations.
 | Slips, trips, and fallsFall from ladderLow visibilityOverhead hazards: hanging/loose wires, pipes, sprinkler heads, etc.Confined space/atmospheric hazardsPest, vermin, dust, debris, and other biological hazards | Install and secure walking platforms (plywood) across ceiling struts/beams/planks as necessary to prevent falling through ceiling tiles.Submit an assist if additional access points or scaffolding is needed.Wear personal fall protection and secure yourself to approved anchor points when working around unprotected fall areas.Use aerial lifts or other equipment when needed.Select the appropriate ladder for the job.Inspect the ladder before use.Use non-conductive fiberglass ladders for electrical work.Ensure level and secure footing.Use the ladder according to manufacturer’s recommendations.Complete the Ladder Safety training through UCLC.Open A frames all the way and lock the cross bars.Tie extension ladders if possible or have someone hold it for additional security.Use flashlights, headlamps, flood lamps, rechargeable LEDs, or other illuminating devices as needed.Wear head protection, hard hat or bump cap, when exposed to overhead hazards. Complete a Confined Space Evaluation/Entry Form prior to entry. An Entry Supervisor or Attendant must be present to monitor the Entrant at all times.Monitor atmospheric conditions with a 4 gas meter.Wear long sleeve shirts, pants, gloves, and safety glasses. |
|  | 1. Testing/troubleshooting light fixtures and removing/replacing lamps and bulbs prior to removing the belly pan (cover).
 | Low visibilityPest, vermin, dust, debris, and other biological hazards | Use flashlights, headlamps, flood lamps, rechargeable LEDs, or other illuminating devices as neededWear long sleeve shirts, pants, gloves, and safety glasses |
|  | 1. Repairing, removing, and replacing light ballasts after removing the belly pan (cover).
 | Electrical ShockLow visibilityPest, vermin, dust, debris, and other biological hazards | Do not work on live electrical systems.De-energizing the equipment is highly recommendedWork gloves are mandatory Coordinate maintenance activities with necessary personnel if turning off a light switch will impact normal operations (class/lab/equipment).Contact your Lead/Manager if power cannot be de-energizedUse flashlights, headlamps, flood lamps, rechargeable LEDs, or other illuminating devices as neededWear long sleeve shirts, pants, gloves, and safety glasses |
|  | **Required Training:** Confined Space Ladder Safety4 Gas Meter ErgonomicsLock Out/Tag Out Fall ProtectionBSL3 Lab Access Electrical Safety Awareness (Coming Soon)  | **Personal Protective Equipment (PPE)**Gloves Hard Hat or Bump Cap as neededSafety Glasses Personal Fall Protection as neededBSL3 lab required PPE  |
| **Other Information:** |  Revised August 2022 |
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| **Created:** | September 2020 |
| **JSA Library Number:** | FS-JSA-009 |
|  | For more information about this JSA, contact the Department Safety Coordinator. |