

# Job Safety Analysis

Task:

**Changing Flourescent Lamps**

t008

4/7/20

Group/Department:

Custodial, Maintenance

Reviewed By:

D Vanderleest

LN#	Task	Hazard	Control
1	Set-up and Use of Ladder	Fall from Ladder	Follow ladder training- look for hazards, set up cones to prevent others from moving ladder, etc.  Never stand on top step or top.
2	Select and Prepare Ladder for Use	Bodily Injury / Muscle Strain	Carefully remove ladder from storage; be aware of storage that may be dislodged and fall.  Use safe lifting techniques.
3	Returning Ladder to Storage	Bodily Injury / Muscle Strain	Use Safe Lifting techniques.  Carefully return ladder to storage; be aware of items that may become dislodged and fall when placing ladder into storage area.
4	Select and Prepare Ladder for Use	Shock / Electrocuton	Use non-conductive ladder (fiberglass)
5	Set-up and Use of Ladder	Skin Abrasions (Legs)	Wear long pants or equivalent protection.
6	Changing Fluorescent Light Tube	Shock / Electrocuton	Use non-conductive ladder (fiberglass).  Turn off switch/shut off power to light fixture before changing bulb.

**Required Equipment:**

Non-Slip Shoes, Rubber Gloves, Safety Glasses

**Required Training:**

SAFESCHOOLS - Ladder Safety  
SAFESCHOOLS - Fall Protection (if necessary)  
SAFESCHOOLS - Lockout/Tagout (if necessary)  
SAFESCHOOLS - General Safety Orientation

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LN#	Task	Hazard	Control
7	Cleaning Up Broken Florescent Light Tube	Cuts and Scrapes	Wear gloves when cleaning up broken glass.
8	Select and Prepare Ladder for Use	Fall from Ladder	Inspect ladder if not used and/or inspected recently.  Set-up ladder properly – follow all warning labels on ladder.
9	Proper Disposal of Tube	Cuts/ Mercury Exposure	Use same controls as above for cuts/mercury exposure (wear appropriate gloves).  Place in box or other secure container to avoid breakage.  Label properly and bring to designated Universal Waste storage at SS yard.
10	Cleaning Up Broken Florescent Light Tube	Mercury Exposure	If bulb breaks while you are nearby, leave the area for 15 minutes to allow time for contents to settle.  Gently sweep (create no dust) debris into bag or sealed container.  Label as Universal Waste (lamps).  Bring to designated Universal Waste storage at SS yard

Required Equipment:

Non-Slip Shoes, Rubber Gloves, Safety Glasses

Required Training:

SAFESCHOOLS - Ladder Safety  
SAFESCHOOLS - Fall Protection (if necessary)  
SAFESCHOOLS - Lockout/Tagout (if necessary)  
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LN#	Task	Hazard	Control
11	Changing Fluorescent Light Tube	Eye Injury from Falling Particulate	Always wear safety glasses or safety goggles.

Required Equipment:

Non-Slip Shoes, Rubber Gloves, Safety Glasses

Required Training:

SAFESCHOOLS - Ladder Safety  
SAFESCHOOLS - Fall Protection (if necessary)  
SAFESCHOOLS - Lockout/Tagout (if necessary)  
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