



Abaco Machines USA
Workplace Safety Assessment
 Job Hazard Analysis (JHA)



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Document Title:	Job Hazard Analysis (JHA)	Issue #:	1.0
Department:	Warehousing	Frequency:	Annually
Personal Protective Equipment Required:	Safety glasses, safety shoes, safety vest, hard hat, gloves	Completed by:	Name of Company Representative Here

Moving Slabs with Forklifts

Task Description	Hazard	Control
Preparing Slab for Lifting	Tipped / Dropped Slabs	<ul style="list-style-type: none"> Use wedge to separate slab from stack and allow space for clamp or cables to be set. Spotter to stand at end of slabs while inserting wedge, staying outside the “fall shadow” Spotter to wait until slabs are stable and forklift or crane is in place before stepping in front to slab to connect clamp or cables Operator will not raise slab until spotter is clear at least arms distance and directs driver to raise slab
Moving Slab With Forklift	Struck by dropped material	<ul style="list-style-type: none"> Keep lower side of load within 10” of ground Be aware of the “Fall Shadow” and stay clear
	Struck by / caught between load	<ul style="list-style-type: none"> Stay in safe zone, arm’s length away from load keeping one hand in contact with the load Always stay in drivers line of site Stay in sight of driver, give driver instructions as you guide the load
	Struck by forklift or load	<ul style="list-style-type: none"> Stay out from between vehicle and load Do not walk directly in front of vehicle

		<ul style="list-style-type: none"> • Be aware of and inspect route to be taken and anticipate vehicle turns and changes in direction • Maintain minimum distance of 20ft of clearance from customers or non-involved employees on all sides of forklift and load
Moving Slab With Forklift	Dropped load	<ul style="list-style-type: none"> • Never lift more than one slab or bundle at a time • Lift slowly and wait 2 to 3 seconds before completing lift to allow load to settle • Always inspect cables before beginning move. Discard worn / damaged cables • Never allow clamp to drag • Make certain path of travel is clear of bumps or other obstacles • Never raise lower edge of load higher than 10" from floor surface
Setting	Struck by / caught between load	<ul style="list-style-type: none"> • Never stand between load and frame or support it will be set against • Stay in sight of driver, give driver instructions as you guide the load • Stay arm's length to the side of load

Rationale or Comment:

- Know the weights of bundles and slabs and ensure they do not exceed equipment's rated capacity.
- Minimum of two persons required when moving a load, the lift operator and a spotter.
- Lift loads slowly and observe a trial tensioning to verify balance.
- Inspect slabs for cracks or fissures, never lift wet slabs.

End of Document

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