

## **SAMPLE HEALTH AND SAFETY PLAN (HASP)**

Source: OSHA.

### **2.0 SITE CHARACTERIZATION AND JOB HAZARD ANALYSIS**

(in compliance with 29 CFR 1910.120(b)(4)(ii)(A), 1910.120(c) and 1910.120(i))

This section of the HASP identifies and describes safety and health hazards associated with site work. The purpose of characterization and job hazard analysis is to identify and quantify the health and safety hazards associated with each site task and operation, and to evaluate the risks to workers. With this information, risks are then eliminated if possible, or effectively controlled. The information contained in this section of the HASP is essential to effective preparation of all other sections of the HASP. This section of the HASP includes:

- ) site history
- ) job hazard analysis
- ) chemical and biological hazard information
- ) employee notification of hazards

The person responsible for ongoing site characterization and job hazard analysis at this site is \_\_\_\_\_.

#### **2.1 Site History**

The following paragraph summarizes the history of this site as it relates to the need to perform a post-emergency response cleanup of anthrax spores.

(insert text here)

[Help Text]-Site History should identify:

- ) emergency response actions to bio-terrorist release
- ) regulatory actions (if applicable)
- ) sampling events and results
- ) extent of contamination

Materials referenced in providing site history information include:

(insert text here)

#### **2.2 Job Hazard Analysis**

Table 2.2a contains the job hazard analysis information for this site and the planned hazard controls. This table lists each task or operation required for this facility cleanup project, by site location. Biological and chemical hazards and their known or anticipated airborne concentrations are identified for each distinct combination of location and task/operation. Surface contamination data for anthrax spores are also included. Based on the task /operation at a particular location, anticipated physical hazards are also identified. Then, based on the best available knowledge of how that task/operation will be performed, the likelihood of exposure to the hazards identified for the task/operation at that location is indicated. The final section in Table 2.2a lists the control measures implemented to protect employees from the

hazards identified. The information provided here is designed to satisfy the job hazard analysis requirements of 1910.120(b)(4)(ii)(A) and the workplace hazard assessment requirements of 1910.132(d).

Table 2.2b summarizes health hazard information for each chemical and biological substance listed in Table 2.2a.

Tables 2.2a and 2.2b are modified by \_\_\_\_\_. when:

- ) the Scope of Work is changed by adding, eliminating, or modifying tasks
- ) new methods of performing site tasks are selected
- ) observation of the performance of site tasks results in a revised characterization of the hazards
- ) new chemical, biological, or physical hazards are identified
- ) exposure data indicate changes in the concentration and/or likelihood of exposure
- ) new/different control measures are selected
- )

These tables summarize the information used to select and implement the specific exposure controls identified in the remainder of the HASP. When the tables are modified, related provisions elsewhere in the HASP are also modified.

(Copy this table and complete it for each Job Hazard Analysis you conduct.)

Table 2.2a: Site-Specific Job Hazard Analysis			
JHA Number: (assign number to this JHA)	Task/Operation	Location Where Task/Operation Performed (List only the locations that have similar hazard profiles. Create another hazard analysis for task/location combinations with different hazard profiles)	
Date(s) this JHA Conducted:	Employee Certifying this JHA (in accordance with 1910.132(d)(2))		
	Print Name:	Signature	
Chemical Hazards			
Chemical Name	Source	Concentration (Enter airborne concentration with units as ppm or mg/m <sup>3</sup> ; if surface concentration, label clearly with units)	Exposure Potential during Task/Operation
			<input type="checkbox"/> Likely <input type="checkbox"/> Unlikely
			<input type="checkbox"/> Likely <input type="checkbox"/> Unlikely
Biological Hazards			
Name of Biological Hazard	Source	Concentration (Enter airborne concentration with units; if surface concentration, label clearly with units)	Exposure Potential during Task/Operation
			<input type="checkbox"/> Likely <input type="checkbox"/> Unlikely
			<input type="checkbox"/> Likely <input type="checkbox"/> Unlikely
Physical Hazards			
Name of Physical Hazard (e.g., noise, ionizing radiation, fall hazards)	Source		Exposure Potential during Task/Operation
			<input type="checkbox"/> Likely <input type="checkbox"/> Unlikely
			<input type="checkbox"/> Likely <input type="checkbox"/> Unlikely
Control Measures Used			
<b>Engineering Controls:</b> (if feasible, list/describe)			
Work Practices: ( <i>describe</i> )			
<b>PPE:</b> (Indicate PPE level, consistent with PPE selection criteria in Chapter 6 of this HASP. Include respiratory protection and any task-specific PPE modifications to address task-specific combination of hazards)			

(Complete this table or insert a hazard data sheet for each hazardous substance listed in Table 2.2a above. A hazard data sheet for anthrax pores is included with the HASP files to assist you.)

<b>Table 2.2b Hazard Substance Information</b>					
Hazardous Substance Name	Characteristics of Substance	Route(s) of Entry (inhalation, skin contact, ingestion)	Target Organ(s) Effects	Exposure Limits (as applicable, list 8-hour, short-term, & ceiling limits. Indicate whether OSHA, NIOSH, or ACGIH limit)	Exposure Signs & Symptoms

### **2.3 Employee Notification of Hazards and Overall Site Information Program**

The information in Tables 2.2a and 2.2b is made available to all employees who could be affected by it prior to the time they begin their work activities. Modifications to these tables are communicated during routine briefings.

Consistent with paragraph (i) of HAZWOPER, we also inform other contractors and subcontractors about the nature and level of hazardous substances at this site, and likely degree of exposure to workers who participate in site operations. \_\_\_\_\_ is responsible for providing site characterization information, this HASP, and modifications to it to other contractors and subcontractors working on this site.