

Appalachian National Scenic Trail		1. WORK PROJECT/ACTIVITY Working During COVID-19 Pandemic	2. LOCATION Trail Wide	Includes work performed on lands of National Park Service, and various state park and lands
JOB HAZARD ANALYSIS (JHA) References-FSH 6709.11 and -12 OSHA (Instructions on Reverse)		3. NAME(S) OF ANALYST(S) Keith Stegall	4. Work Supervisor Various	5. DATE PREPARED 3/09/2021
Required Standards and General Notes:	OSHA General Duty Clause 29 U.S.C. § 654, 5(a)1; OSHA General Industry Standards 29CFR1910; RM – 83A Public Health; RM-50B: Occupational Safety & Health Program; DM Part 485; CDC/Public Health/ NPS/USDOT guidelines; NPS guidelines on the use of cloth face coverings; NPS guidance on Cleaning shared vehicles; Current approved APPA JHA's.			
Available Personal Protective Equipment	Hand sanitizer; disinfectant (solution/wipes); surgical mask / comfort mask / cloth face covering; safety glasses/face shield; non-permeable gloves; disposable coverall or apron depending on activity. Any additional PPE required for a specific task.as identified in approved APPA JHA's.			
Tools and Equipment	Working cell phone or 2-way radio, first aid kit. Dress for the weather and site conditions.			
Available Training	Review current CDC Guidelines; Operational Leadership Training (TrailSafe Training); First Aid/CPR training; Check in/checkout procedures; Any other training required based on tasks to be performed as identified in currently approved APPA JHA's.			
7. TASKS/PROCEDURES		8. HAZARDS, POTENTIAL HAZARDS / INJURY SOURCE	9. ABATEMENT ACTIONS OR PROCEDURES Engineering Controls * Substitution * Administrative Controls * PPE	
General Work Duties		Exposure to COVID-19	<ul style="list-style-type: none"> Stay up to date with and follow appropriate CDC guidelines. Avoid touching hard surfaces including plastics, metals, woods, etc. Assume all hard surfaces may be contaminated with COVID-19. Practice social distancing. Stay at least 6' away from non-household members in the workplace. If a task requires working distances closer than 6-feet, stop work and redesign how the task is being performed to allow for at least 6' distance. If task cannot be performed observing 6' distancing, you are required to wear a surgical mask / comfort mask / cloth face covering (masks are required per Executive Order 13991) and eye protection and limit your exposure to less than 15 minutes. If you do work with someone closer than 6' for longer than 15 minutes, and you or the other person(s) are found to be positive with COVID-19 you may be subject to a quarantine period based on current CDC guidelines. Masks must cover the nose and mouth and fit snugly around the nose and chin with no large gaps around the sides of the face. Masks not designed to be protective, masks with ventilation valves, and face shields do not meet the requirement. When you wear a mask, you protect others as well as yourself. COVID-19 spreads mainly from person to person through respiratory droplets. Masks are a simple barrier to help prevent respiratory droplets from reaching others. Masks can prevent the spread of disease even when the wearer is not sick. This is because several studies have found that people with COVID-19 who never develop symptoms 	

		<p>(asymptomatic) and those who are not yet showing symptoms (pre-symptomatic) can still spread the virus to others.</p> <ul style="list-style-type: none"> ● Communicate to others working around you when someone outside your work group is entering your work area. Maintain 6 foot distance at all times. ● Avoid touching your eyes, nose, mouth and/or footwear. ● Wash hands often with soap and water. Wash your hands for a min. of 20 seconds. Alcohol-based hand sanitizer that contains 60% -95% alcohol can be used where soap & water are not readily available. ● Clean & disinfect frequently touched objects and surfaces using EPA registered disinfectants or bleach solution as described by CDC by mixing: <ul style="list-style-type: none"> 5 tablespoons (1/3rd cup) bleach per gallon of water or 4 teaspoons bleach per quart of water. ● Practice Operational Leadership principles and assess your personal risk before conducting activities. Use SPE Risk Assessment & GAR to determine whether each specific work activity should take place. (See attached SPE/GAR Cards) ● Wash hands with soap and water and/or hand sanitizer prior to eating. ● Do not share food, drinks, or PPE with participants.
<p>General Tool / Equipment Use</p>	<p>Exposure to COVID-19</p>	<ul style="list-style-type: none"> ● When working with others, ensure there are enough tools/equipment available for all to have their own set. ● Clean and disinfect all tool/equipment sets prior to using and/or issuing to individuals using EPA registered disinfectants. ● Once tools/equipment are issued: <ul style="list-style-type: none"> ○ Do not mix/intermingle tools/equipment. ○ Frequently wash hands often with soap and water and/or hand sanitizer. ○ Individuals are responsible for accounting for and maintaining their own tool/equipment set. ● If tools/equipment are left unattended, thoroughly clean and disinfect tools/equipment before resuming operation. ● Do not share tools/equipment. However in the rare event tools/equipment sharing is unavoidable: <ul style="list-style-type: none"> ○ Thoroughly clean and disinfect tools/equipment before operational transition using EPA registered disinfectants. ○ Wear task appropriate washable gloves. ○ Wash hands often with soap and water and/or hand sanitizer. ○ Do not touch your eyes, nose, mouth and/or footwear. ○ Clean and disinfect tools/equipment when work/task is complete, or at least daily when in constant use.

Public Contact	Exposure to COVID-19	<ul style="list-style-type: none"> ● Practice CDC/public Health/NPS guidelines for social distancing (6-foot distance). ● It is required to wear face covering and safety glasses when working within 6 exposed feet of others. ● Maintain situational awareness. ● Communicate to others working around you when someone outside your work group is entering your work area. Maintain 6 foot distance at all times. ● Do not engage in social distancing enforcement. If needed, contact local law enforcement.
Working with and Selecting Correct Cleaning/Disinfectant Materials	Exposure to COVID-19	<ul style="list-style-type: none"> ● Review SDS for products used to ensure proper use of protective equipment, employee knowledge and understanding and procedures. ● Check to ensure the product is not past its expiration date. ● Never mix household bleach with ammonia or any other cleanser. ● For disinfection, diluted household bleach solutions, alcohol solutions with at least 60% alcohol, and most common EPA-registered household disinfectants should be effective. <ul style="list-style-type: none"> ○ Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. ○ Pay close attention to the "contact time" for each disinfectant used as some may have to sit on surfaces for 5-10 minutes. Follow EPA's guidance as listed on CDC's website. ○ Optionally, prepare a bleach solution: 5 tablespoons (1/3rd cup) bleach per gallon of water or 4 teaspoons bleach per quart of water. ○ Products with EPA-approved EPA-registered household disinfectant are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
Remove / Contain / Dispose of PPE	Exposure to COVID-19	<ul style="list-style-type: none"> ● Remove washable/reusable gowns and over clothing by disposing in a dedicated container or laundry basket. ● Remove gloves by use of safety method: One glove removed and held by the opposite hand and turning the remaining glove inside out and disposed of in trash. ● Remove and clean safety glasses and spray shields. ● PPE trash may be disposed of in regular trash routes.

10. OFFICIAL SIGNATURE	11. TITLE Superintendent	12. DATE 03/10/2021
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Previous edition is obsolete

Operational Risk Management Analysis (ORMA)	
<i>Rate 1-10 → Any category rated > 5 should receive specific mitigation</i>	
1. Supervision	<i>Presence of, qualified, accessibility & effectiveness. Clear chain of command?</i>
2. Planning	<i>Information available & clear, adequate time to plan, SOP's, pre-plans, briefs, team input solicited?</i>
3. Contingency Resources	<i>MOU's and planning in place. Shared communications plan?</i>
4. Communication	<i>Radio communications, environment that values input, de-confliction?</i>
5. Team Selection	<i>Level of training and experience. Cohesiveness & atmosphere that values input?</i>
6. Team Fitness	<i>Physical & Mental state of the team? Consider rest, fatigue, morale, outside distractions?</i>
7. Environment	<i>Threats, time of day, extreme temperatures, elevation, difficulty of terrain, remoteness?</i>
8. Incident Complexity	<i>Exposure time, severity & probability of mishap, potential for taxing staffing levels?</i>
Green (1-35)	Amber (36-60)
Red (61-80)	

SEVERITY × PROBABILITY × EXPOSURE (SPE)		
SEVERITY	PROBABILITY	EXPOSURE
1. None or slight	1. Impossible or remote in any conditions	1. None or below average
2. Minimal	2. Unlikely under normal conditions	2. Average
3. Significant	3. About 50 / 50	3. Above average
4. Major	4. Greater than 50%	4. Great
5. Catastrophic	5. Very likely to happen	
VALUES	RISK LEVEL	ACTION
80-100	Very High	Discontinue, Stop
60-79	High	Immediate Correction
40-59	Substantial	Correction Required
20-39	Possible	Attention Needed
1-19	Slight	Possibly Acceptable

JHA Instructions (References-FSH 6709.11 and .12)

The JHA shall identify the location of the work project or activity, the name of employee(s) involved in the process, the date(s) of acknowledgment, and the name of the appropriate line officer approving the JHA. The line officer acknowledges that employees have read and understand the contents, have received the required training, and are qualified to perform the work project or activity.

Blocks 1, 2, 3, 4, 5, and 6: Self-explanatory.

Block 7: Identify all tasks and procedures associated with the work project or activity that have potential to cause injury or illness to personnel and damage to property or material. Include emergency evacuation procedures (EEP).

Block 8: Identify all known or suspect hazards associated with each respective task/procedure listed in block 7. For example:

- a. Research past accidents/incidents.
- b. Research the Health and Safety Code, FSH 6709.11 or other appropriate literature.
- c. Discuss the work project/activity with participants.
- d. Observe the work project/activity.
- e. A combination of the above.

Block 9: Identify appropriate actions to reduce or eliminate the hazards identified in block 8. Abatement measures listed below are in the order of the preferred abatement method:

- a. Engineering Controls (the most desirable method of abatement). For example, ergonomically designed tools, equipment, and furniture.
- b. Substitution. For example, switching to high flash point, non-toxic solvents.
- c. Administrative Controls. For example, limiting exposure by reducing the work schedule; establishing appropriate procedures and practices.
- d. PPE (least desirable method of abatement). For example, using hearing protection when working with or close to portable machines (chain saws, rock drills, and portable water pumps).
- e. A combination of the above.

Block 10: The JHA must be reviewed and approved by a line officer. Attach a copy of the JHA as justification for purchase orders when procuring PPE.

Blocks 11 and 12: Self-explanatory.

Emergency Evacuation Instructions (Reference FSH 6709.11)

Work supervisors and crew members are responsible for developing and discussing field emergency evacuation procedures (EEP) and alternatives in the event a person(s) becomes seriously ill or injured at the worksite.

Be prepared to provide the following information:

- a. Nature of the accident or injury (avoid using victim's name).
- b. Type of assistance needed, if any (ground, air, or water evacuation).
- c. Location of accident or injury, best access route into the worksite (road name/number), identifiable ground/air landmarks.
- d. Radio frequencies.
- e. Contact person.
- f. Local hazards to ground vehicles or aviation.
- g. Weather conditions (wind speed & direction, visibility, temperature).
- h. Topography.
- i. Number of individuals to be transported.
- j. Estimated weight of individuals for air/water evacuation.

The items listed above serve only as guidelines for the development of emergency evacuation procedures.

JHA and Emergency Evacuation Procedures Acknowledgment

We, the undersigned work leader and crew members, acknowledge participation in the development of this JHA (as applicable) and accompanying emergency evacuation procedures. We have thoroughly discussed and understand the provisions of each of these documents:

SIGNATURE DATE

SIGNATURE DATE
