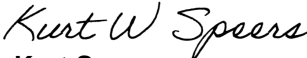


<b>Appalachian National Scenic Trail</b>		<b>1. WORK PROJECT/ACTIVITY</b> <b>Making Public Contact for Visitor Education</b>	<b>2. LOCATION</b> <b>Trail Wide</b>	Includes work performed on lands of National Park Service, and various states' park and lands
<b>JOB HAZARD ANALYSIS (JHA)</b> References-FSH 6709.11 and -12 <b>OSHA</b> (Instructions on Reverse)		<b>3. NAME(S) OF ANALYST(S)</b>  <b>Kurt Speers</b>	<b>4. Work Supervisor</b>  <b>Various</b>	<b>5. DATE PREPARED</b>  <b>2/9/2021</b>
Required Standards and General Notes:	Neat appearance and professional demeanor with an identifiable uniform are good foundations of making positive public encounters. Depending on the role, having a familiarity with authority of the resource or conflict resolution training may be beneficial. Use active listening.			
Required Personal Protective Equipment				
Tools and Equipment	First aid kit for field work, cell phone, and/or radio/satellite messenger device,			
Available Training	Corridor Monitor Training, Volunteer Ridgerunner or Trail Ambassador Training,			
<b>7. TASKS/PROCEDURES</b>	<b>8. HAZARDS, POTENTIAL HAZARDS / INJURY SOURCE</b>	<b>9. ABATEMENT ACTIONS OR PROCEDURES</b> Engineering Controls * Substitution * Administrative Controls * PPE		
Encounters with visitors, trail neighbors	People unwilling, or fearful, to engage	<ul style="list-style-type: none"> <li>● Be identifiable as an A.T. volunteer in an official capacity by your clothing, an appropriate shirt, hat, or badge.</li> <li>● Carry a trail-related identification, such as a business card.</li> <li>● Introduce yourself in your official capacity.</li> </ul>		
	Physical assault	<ul style="list-style-type: none"> <li>● Travel in groups of two or more whenever possible.</li> <li>● Avoid areas of known conflict if possible.</li> <li>● Size up the situation <i>before</i> approaching to determine if it is safe to engage.</li> <li>● Do not engage individuals who are, or appear to be under the influence of drugs or alcohol.</li> <li>● Have an escape route.</li> <li>● Listen to concerns of person(s). Be polite. Do not argue.</li> <li>● Use language and strategies that will de-escalate the situation.</li> <li>● Avoid individuals who could pose a threat to well being.</li> <li>● Be consistently kind.</li> <li>● Maintain your personal space.</li> <li>● If a situation becomes dangerous or threatening, leave the area. <ul style="list-style-type: none"> <li>○ Write down the details of any significant incident as soon after your encounter for reporting purposes.</li> <li>○ Notify law enforcement or emergency personnel, if needed.</li> </ul> </li> <li>● Use caution when approaching groups of people.</li> <li>● Adhere to check-in/checkout procedures and/or notify dispatch of destination and expected return time.</li> <li>● Be cautious about sharing your itinerary.</li> </ul>		

	Encounters with uncontrolled pets (typically dogs) or livestock	<ul style="list-style-type: none"> <li>• Ask owner to restrain animal or livestock before beginning conversation.</li> <li>• Consider carrying pepper spray (must abide by state law).</li> </ul>
Encounters with a person reporting an incident	Greater public risk due to lack of information	<ul style="list-style-type: none"> <li>• If possible, have the person stay on scene until law enforcement arrives or speaks to the individual by phone.</li> <li>• Ask all pertinent questions (Who, What, Where, Why , How, When).</li> <li>• Get multiple ways to recontact (phone, email, physical address).</li> </ul>
<b>10. LINE OFFICER SIGNATURE</b>  <b>Kurt Speers</b>	<b>11. TITLE</b> Acting Chief Ranger CDSO	<b>12. DATE</b> <b>04/01/2021</b>

Previous edition is obsolete

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**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

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