

<b>U.S. Department of Agriculture Natural Resources Conservation Service</b>		<b>1. WORK PROJECT/ACTIVITY Pulling Trailers</b>	<b>2. LOCATION Montana NRCS</b>	<b>3. UNIT Snow Survey</b>
<b>JOB HAZARD ANALYSIS (JHA)</b>		<b>4. NAME OF ANALYST H. Scott Oviatt</b>	<b>5. JOB TITLE Data Collection Officer</b>	<b>6. DATE PREPARED 03/07</b>
<b>7. TASKS/PROCEDURES</b>	<b>8. HAZARDS</b>	<b>9. ABATEMENT ACTIONS Engineering Controls * Substitution * Administrative Controls * PPE</b>		
<b>Hooking Up</b>	<b>Backing up to Trailer Too Fast; Bump Trailer So It Rolls; Falls Off Jack or Dents Vehicle Body Between Truck and Trailer; Fingers Between Hitch and Bumper; Tolling Over Foot or Onto Leg</b>	a) One person: Align Hitch to bumper then back slowly. b) Two or more persons: Watch Only One Back up Guide. Attach safety chains securely to vehicle. c) Don't get between trailer and truck hitch or bumper while truck is moving. Don't stand behind trailer. Don't let trailer fall or be pushed off jack.		
<b>Pulling Trailer to Truck</b>	<b>Muscle Strain; Drop on Foot</b>	Don't Over Exert, Get Help, Move Slowly, Keep Proper Balance. Don't let the trailer push you.		
<b>Closing Hitch Lock, Safety Chain, Electric Hook-Up</b>	<b>Pinches; Dirt in Eyes; Electric</b>	Be familiar with the type of hitch. Lock correctly. Take care in hooking chains under dirt filled bumper or frayed wires. Before moving, check lights, jack or tongue prop. Remove chock blocks, check tires and lug nuts.		
<b>Pulling</b>	<b>Vehicle Not Suited to Pull Trailer; Driver Not Proficient; Changing Road Surfaces; Pavement, Gravel, Dirt, Sand, Snow or Ice, Combined with Grade, Visibility; Heavy Trailer; Slow Uphill and Fast Pushes Downhill; Allow for Longer Stopping Distances; Fishtailing from ruts or hard breaking; Electric Break Pulling left or Right; Load Shift (Tank Type) (Flat Bed for Stake Side); Crush person or body parts – Load falls off trailer or tips trailer over causing damage to towing vehicle or other vehicle on/by roadway; Injury to pedestrians</b>	Pull trailer with vehicle properly equipped for towing (licensed operators only). Awareness to changing conditions. Adjust speed downward. Practice pulling trailer under controlled "good" conditions. Practice using electric brakes and know how to adjust. Practice on size and type of trailer. No passengers on trailer! Use lower gears to slow vehicle to save vehicle brakes. Tie down all loads or secure with suitable strapping. Plan for extreme vibrations while securing loads and check strapping our tie downs frequently.		
<b>Turning (Area Too Small)</b>	<b>Hit with front outside of truck or rear inside of trailer; Getting stuck on narrow and dead- end roads</b>	Know the turning radius required for each type of trailer. Turn slowly. Know turning width taken up by truck and specific trailer. Avoid roads that do not provide turning areas for maneuvering the trailer. Avoid going down steep roads unless there is another way out. Use 4WD, if necessary.		
<b>Spare Tire</b>		Ensure that spare tire is available and fully inflated prior to each trailer use.		
<b>10. LINE OFFICER SIGNATURE</b>		<b>11. TITLE</b>		<b>12. DATE</b>

(over)

**JHA Instructions**

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 available Health and Safety Code.
- 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**

Work supervisors and crewmembers 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 crewmembers, 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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