

General	<ul style="list-style-type: none"> • Improper maintenance or faulty tools • Improper Personal Protective Equipment (PPE) • Supervision • Injury or illness • Communication 	<p>efficiently to avoid fatigue. Improper use will be corrected immediately so that it will not occur again.</p> <ul style="list-style-type: none"> • Before use look over tools for faults or needed maintenance. If issues are noticed notify the Forest Service representative so that the tool can be relaced or repaired. Never use tools that are poorly maintained or faulty. • PPE for this project includes: long pants, sturdy closed toe shoes, leather gloves. Long sleeve shirt and clothing for the expected weather should be carried to the work site. • Volunteers who are not prepared with the appropriate clothing and personal protective equipment will not be allowed to work on the project. • When possible volunteers should not work alone; youth groups should have a minimum of 1 adult for every 5 youths. A Forest Service representative will meet with volunteers prior to beginning project work to explain safety concerns/hazards, purpose of project, and expected outcome. • At least one employee or volunteer (if not directly supervised by FS personnel) should carry a first aid kit and one person per group should be certified in First Aid and CPR. • Ensure the volunteer group knows who has a Forest Service Radio. If working without a Forest Service employee, volunteers must carry a radio or cell phone. • Volunteers working on their own need to follow the check in policy by providing the following information to the FS representative they are working with: Date group will be working and location, name of leader and estimate of the number of individuals who will be working and a name of a person who has agreed to make sure the group returns from the field. 		
Accident Documentation and Procedures	<ul style="list-style-type: none"> • Injury 	<p>In cases of emergency, notify an adult from your group and the Forest Service project supervisor and follow the Emergency Evacuation Instructions (Reference FSH 6709.11) listed at the end of the JHA</p> <ul style="list-style-type: none"> • Know your location, and emergency route numbers • Report accidents even if they are minor 		
Safety Responsibilities		<p>Volunteers will be responsible for covering, understanding and complying by this JHA of the Uinta-Wasatch-Cache National Forest</p> <ul style="list-style-type: none"> • Pertinent updates will be added to this JHA as they arise. 		
10. LINE OFFICER SIGNATURE		11. TITLE		12. DATE
Previous edition is obsolete		(over)		

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
