|  | **JOB SAFETY ANALYSIS**  |
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|  | Safety Information for the University of California, Berkeley |
|  | **Facilities Services** |
|  | **Lab Hood Exhaust Ductwork Repair**  |
|  | **TASK HAZARDS CONTROLS** |
|  | 1. Set up and evaluate your workspace
 | Slips, trips, and fallsLab hazardsSpilled ChemicalsChemical IrritantsToxic materialsCarcinogensRadiation hazards | Move trip hazards out of the way if possibleBlock off/secure your work area if neededFollow guidelines from Lab Safety TrainingDo not touch unknown liquids or materialCoordinate with lab managersSubmit a request for all materials to be removed from the hood prior to performing any kind of work.Get information from the users regarding the type of chemicals or hazardous materials that may have been used in the hood.Contact EH&S to test the hood and exhaust duct connection/s. Spot tests of connected ducts may be required. Defer to EH&S for further instructions if hazards are found. Proceed with caution if no hazards are found |
|  | 1. Caution off the hoods with caution tape and perform LOTO on exhaust fans
 | Electrical  | Perform LOTO according to manufacturer’s recommendations or equipment specific procedures. Disconnect power and bleed/block off any areas or equipment that may result in inadvertent movement. Place locks and tags on appropriate lock out points. Wear insulated gloves if necessary. Test the equipment to ensure LOTO was successful.Conduct group LOTO if more than 1 person is working on the equipment. |
|  | 1. Work on ductwork
 | Fall from laddersLab Hazards | Select appropriate ladder for the jobUse aerial lifts, scaffolds, or other equipment as neededInspect the ladder before useUse according to manufacturer’s recommendationsUse 3 points of contact while climbing up and downTraining on ladder safetyOpen A frame ladders all the way and lock in placeSame as above |
|  | 1. Securely bag and properly dispose of any ducting material removed during repair or maintenance.
 | Unknown dust and debris | Mandatory PPE: Wear Tyvek suits, gloves, and goggles Recommended: N95 or half face respirator  |
|  | **Required Training:** Ladder Safety PPELab Safety LOTO | **Personal Protective Equipment (PPE)**Tyvek suit N95 or half face respiratorGlovesGoggles |
| **Other Information:** |  |
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