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| **JOB SAFETY ANALYSIS** | **Job Task: Opening/Closing a Grave at the Cemetery** | **Date: 6/26/2012** | **Analysis Performed By:**  Huntingdon Borough |
| **SEQUENCE OF BASIC JOB STEPS** | **POTENTIAL HAZARDS** | **RECOMMENDED ACTION/PROCEDURE** | |
| 1. Check fluids, hydraulic hoses, tire pressures on equipment. | -Tripping/falling  -Exposure to toxic fluid and/or vapors | -Wear proper protective gear (gloves, eye protection, boots)  -Make sure break is on  -Clean up spills immediately if they occur. | |
| 2. Loading and moving equipment. | -Being crushed by equipment.  -Equipment could move while strapping down/putting into place. | -Pay attention to surroundings.  -Make sure all chains and tie downs are not worn out.  -Two people should be on site performing the task. | |
| 3. Using equipment to dig and open a grave site. | -Low hanging trees/branches  -Low hanging electrical wires  -Cave in of grave. | -Check area before digging for safe conditions.  -Check for anyone in the area who should not be, ask them to move a safe distance away.  -Remove any hazards (ex. Low hanging trees/branches  -Two people should be on site performing the task. | |
| 4. Using equipment to put dirt back over grave to close the grave site. | -Cave in of grave | -Check to see if grave/ground is secure for closing.  -Check for anyone in the area who should not be, ask them to move a safe distance away.  -Two people should be on site performing the task. | |