

Job Safety Analysis

Describe the Job Step	Potential Hazards	Recommended Risk Control Measures	Responsible Person(s)	Initial
Brainstorming Session	Miscommunication	<ul style="list-style-type: none"> • Make every employee write down ideas and read one at a time aloud. • Never discourage an idea/person. • Take a vote to ensure fairness. 	CEO- Natasha Co-CEO- Yulissa	N.S. Y.A
Safety Glasses	Not wearing them.	<ul style="list-style-type: none"> • Wear them. • Ensure everyone has a pair assigned to them. • They remain in a special place for easy access. 	CEO- Natasha Co-CEO- Yulissa Safety Specialist- Anthony	N.S. Y.A
Meeting Deadlines	Not being met.	<ul style="list-style-type: none"> • Have calendar posted where all employees are able to view when necessary. • Have incentives. (ex. Picking bus seats) • Grades based upon meeting cutoff date. 	Mentor- Mario Bayarena, Keisha Charles CEO-Natasha	N.S. MB KC
Employees Contributing	Work not being evenly distributed.	<ul style="list-style-type: none"> • Assign specific task along with a deadline for a grade. • Do daily checkups. • Discuss why work is not being done. 	Co-CEO- Yulissa	YA
Employees Working Together	Employees have a conflict with one another.	<ul style="list-style-type: none"> • Separate them and find the problem. • Sit them down to discuss how to fix it. • Fix it with necessary steps found while discussing problem. 	Mentor- Mario Bayarena CEO- Natasha	N.S. MB

Describe the Job Step	Potential Hazards	Recommended Risk Control Measures	Responsible Person(s)	Initial
Working with Electricity	An employee can be shocked.	<ul style="list-style-type: none"> • Safety attire is worn. • No open wires. • No hazardous materials are placed near wires while in use. 	Safety Specialist - Anthony	AE
Using Solder Iron	Employees burning themselves.	<ul style="list-style-type: none"> • Safety Glasses are worn. • Gloves are worn. • Area is cleared. 	All Aquabot Technicians	* AS SNR J. J. AGC mag EE EC
Using PVC pipe cutter	Employees cutting themselves.	<ul style="list-style-type: none"> • Have another employee overseeing the process. • Wear protective gloves. • Keep hands away from the blade. 	All Aquabot Technicians	* AS J. J. AGC SNR EE mag EC
Using Heat Gun	Employees can be burned by extreme heat.	<ul style="list-style-type: none"> • Employees should wear gloves. • Stay clear of the heated end. • Wear protective gloves. 	All Aquabot Technicians.	* J. J. AGC EE mag EC AS SNR
Electrical Cords	Employees can trip and fall.	<ul style="list-style-type: none"> • Can be taped down to minimize tripping. • Can be hung above to prevent tripping • Be unplugged after each use. 	Safety Specialist- Anthony	AE
Technical Documentation	Not being saved.	<ul style="list-style-type: none"> • Keep flash drive with one designated person. • Save a backup to the computer. • Stay well communicated with all technical documenters. 	Technical Documenters- Daniel, Shelby, Madelyn	DA Mag SNR