



Safety Bulletin

Issue 05-06
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Mobile District
Safety and Occupational
Health Office

Did You Know?

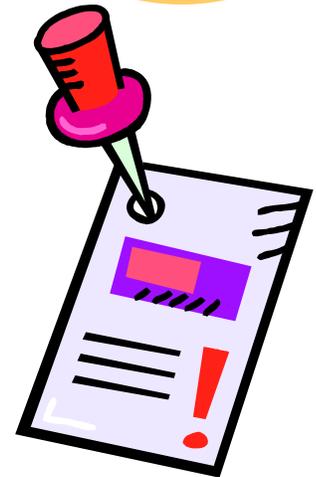
Forty percent of U.S. home candle fires begin in the bedroom.

How romantic!



Position Hazard Analysis

The 3 November 03 Safety Manual is now in effect for all government operations. Lately, the requirements presented in Paragraph 01.A.10, requiring **Position Hazard Analyses (PHA's)** have been in the forefront. We want to highlight this section because we are finding that many COE employees (particularly in the District Offices) do not have a PHA and worse yet, some aren't even aware of what it is! A very major part of attempting to prevent injury and illness to our employees is recognition of the hazards he/she will be faced with on a daily basis. Once identified, the appropriate control measures can be taken to minimize or even alleviate those hazards.



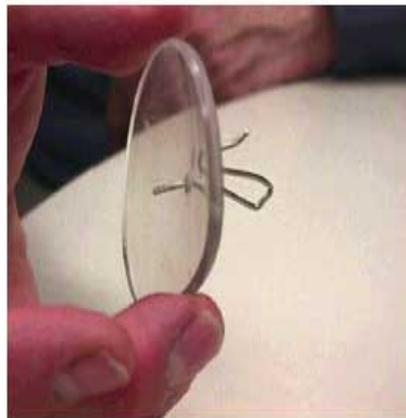
01.A.10 *A position hazard analysis (PHA) shall be prepared, updated as necessary, and documented by the supervisor of each USACE position as warranted by the hazards associated with the position's tasks. A generic PHA may be used for groups of employees performing repetitive office/administrative tasks where the primary hazards are ergonomic, lighting, light lifting and carrying, and indoor air quality. > See Figure 1-1 for an outline of a PHA.*

a. The GDA, using the advice of the safety and occupational health office, shall determine the need for analysis for each position within his or her area of responsibility.

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An Eye Saved

As the result of a private contractor safety glasses program, an employee began encouraging his eighteen year-old son, who installs siding on houses, to wear safety glasses while working. The son finally relented, when aluminum dust started getting in his eyes. About one week later, he was applying siding with an air powered staple gun. When the son fired a staple, it hit a metal plate behind the siding, ricocheted back towards his face and one leg of the staple penetrated the safety glasses' lens, see the figure below. **The staple hit with such force that the frames were cracked and the son received bruising on the eyebrow and cheekbone.**



The safety glasses definitely saved his eyesight and possibly even his life!



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**MOBILE DISTRICT
SAFETY AND
OCCUPATIONAL
HEALTH OFFICE**

We're on the web:
www.sam.usace.army.mil/so

Jogging Safety

A. Choose the Right Equipment

1. Select shoes that fit comfortably, with extra room for toes to allow for foot expansion when running.
2. Clothes should be roomy enough to let you move freely and should "breathe" (let moisture evaporate).

A. Dress as lightly as possible in porous, light fabrics.

B. Choose light-colored clothing.

B. Rules of the Road

1. When jogging with others on the roadway, run in single file.
2. Utilize sidewalks where available and practical.
3. Always jog facing traffic.
4. Use extreme caution when crossing streets and at intersections.
5. Use of headphones is prohibited while jogging on post streets.

C. When It's Hot and Humid.

1. Get used to heat slowly by building up (over 5-7 days) to distances you may have jogged earlier. Run slowly; dress lightly. Jog during morning or evening hours when it's coolest.

2. Drink plenty of water before and during jogging.

3. Watch for danger signs such as dizziness, nausea, throbbing, etc. They may indicate heat exhaustion or heat stroke, which are extremely danger-



Position Hazard Analysis, continued from page 1



b. In developing the analysis for a particular position, supervisors should draw upon the knowledge and experience of employees in that position and the safety and occupational health office.

c. Supervisors will review the contents of PHA's with employees upon initial assignment to a position, and at least annually or whenever there is a significant change in hazards.

*A PHA shall be developed for each individual employee, reviewed with the employee and updated as necessary, signed and dated. Because this task **must be performed annually**, we recommend the supervisor perform this review at the*

time of the employee's performance review.

The supervisor can access generic PHA's by job series at the following link:

<http://www.sam.usace.army.mil/so/PHA/Default.htm>, choose the PHA by job series and **customize it according to that particular employee's job.**

It must be customized for each job!