



Western

JOB HAZARD ANALYSIS - Task Specific

NEW

REVISED

WORKPLACE TASK TO BE ANALYSED

Mail Delivery - Winter

DEPARTMENT

Facilities Management

WESTERN JOB CLASSIFICATION*

Mail Clerks, Mail Drivers

REQUIRED EQUIPMENT AND/OR PERSONAL PROTECTIVE EQUIPMENT

WESTERN HAZARD CATEGORY*

Worksite/ Ergonomic Hazards

HAZARD TYPE*

Slips, Trips, Falls/ Weight

LOSS POTENTIAL RATING*

Moderate

*refer to Stantec Specific Job Report

DATE:

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REVIEWED BY:

MGMT APPROVAL:

SEQUENCE OF TASK

Transfer mail from/to truck after snow fall, icy conditions.

POTENTIAL HAZARDS

slip, trip, fall, drop

ACTION OR PROCEDURE

PPE (eg. Safety shoes). Observe to ensure area clear of snow, de-iced, etc. If not, notify Client Services to initiate corrective action.