



# Job Hazard Analysis

Analysis by:

Reviewed by:

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**Department:**  
**Technology**

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Possible Hazards or Task	Describe Harm that could occur	Hazard Rating (Low/Medium/High)	Control Action	Personal Protective Equipment (PPE)	Frequency of Monitoring
Moving Computers	- Back Injury	Medium	- Use carts, dollies, etc.		Each time
Opening monitors and power supplies	- Electrical shock	high	- Warn students not to open power supplies, teacher demo only	None	Each time
Sharp edges/points on metal equipment and components	- Cuts and scrapes	low	- Educate on safe usage	None	Each time
Inhalation of Toner when working with spilled toner or when cleaning printer/copiers/fax machines	- Respiratory problems	High	- Wear a respirator - For cleaning printers or photocopiers, use a vacuum with a HEP A filter (do not use compressed air).	Respirator (Must form an air tight seal in order to be effective)	Each time
Repetitive wrist motion	- Carpel Tunnel Syndrome	High	- Frequent breaks, wrist support, position of keyboard and pad.	None	Each time