NOTE: Any yellow text shading or red text annotations have been added by ORNL Subject Matter Experts (SMEs). The annotations have been made in order to document (1) certain Forest Service requirements that have been waived or (2) where some requirements for the ORNL participants have been clarified or established within the ORNL Research Safety Summary (RSS) instead. The RSS 7728 is the work control document that governs the ES&H the activities/actions of the ORNL participants doing work at the Marcell Experiment Station.

U.S. Department of Agriculture **Forest Service**	1. WORK PROJECT/ACTIVITY Personal Safety	2. LOCATION Grand Rapids MN	3. UNIT RWU 4101/4351
JOB HAZARD ANALYSIS (JHA) **References-FSH 6709.11 and -12** **(Instructions on Reverse)**	**4. NAME OF ANALYST**	**5. JOB TITLE**	6. DATE PREPARED

7. TASKS/PROCEDURES	**8. HAZARDS**	**9. ABATEMENT ACTIONS** **Engineering Controls * Substitution * Administrative Controls * PPE**
Awareness	**Making mistakes that may lead to accident/ injury**	A. Listen For The Alarm (**L.F.T.A.**) We often receive a subtle, internal warning about an unsafe act before an incident occurs. Tune in to the this warning, often manifested as an uneasy feeling or idea that something is wrong. This feeling is diminished when we repeat an unsafe act many times without consequences. It is also diminished when we are in such a hurry or are so preoccupied that the matter distracts us from feeling different when faced with an unsafe situation. Listen For The Alarm and heed the warning the first time! Slow down and remain focused on the task at hand. B. Step Back, Think, Organize, Proceed (**S.T.O.P.**) **Step back** and consider all aspects of the job. **Think** about what you are about to do. **Organize** the job and co-workers to insure quality and quantity of task accomplishment. **Proceed** in a determined effort to accomplish given tasks in a safe manner.
Protection and Security	**Random Acts of Violence**	A. Review and learn the ten standards of personal safety. ***ORNL SME: This is USFS terminology not available/provided to ORNL. Use integrated safety management concepts in planning and performing your work.*** B. Before coming out of the woods and to your vehicle, look the area over for any disturbance, or unknown individuals. C. Always sign out at the office with your destination/itinerary; call in if you will be late. ***ORNL SME: Per 9-8-09 email from R. Kolka (USFS)-Buddy System is not required and a "sign Out" protocol does not exist. Instead, use the field communication controls in RSS Question 16.0.***
Personal Protection Equipment (PPE)	**Accident/injury**	Use clothing and equipment appropriate for the job: At a minimum, field work requires long sleeved shirts, long cuffless pants, leather boots. ***ORNL SME: Instead, See RSS LAST Question for requirement to wear long pants and foot protecton and guidance for shirt selection.***
Human confrontation	**Angry or violent individuals**	A. If a person approaches you and looks angry or threatening use your radio or phone to alert the base station. Even if you are in an area where you cannot transmit, you can give the impression that you are in radio/phone contact. B. Try to be intentional in your actions, you may feel intimidated, but act in control. C. Keep cool. If the person you are speaking to is angry, listen - don't react. D. Refer those who disagree with FS policy to your supervisor or the district ranger. E. Never get into a private vehicle. If you are stranded, call for help, stay in your rig until help arrives. F. If you meet individuals on isolated roads, stay in your vehicle; let them approach you.

10. LINE OFFICER SIGNATURE	11. TITLE	12. DATE