

<b>U.S. Department of Agriculture Forest Service</b>		1. WORK PROJECT/ACTIVITY  <b>Vehicle Interior Disinfecting</b>	2. LOCATION  <b>Chattahoochee-Oconee NFs</b>	3. UNIT  <b>Forest-Wide</b>
<b>JOB HAZARD ANALYSIS (JHA)</b> References-EM-7130-2-CHP 1 Page 1-22 (Instructions on Reverse)		4. NAME OF ANALYST  <b>Gregory Queen</b>	5. JOB TITLE  <b>Fleet Manager</b>	6. DATE PREPARED  <b>3/19/2020</b>
7. TASKS/PROCEDURES	8. HAZARDS	9. ABATEMENT ACTIONS Engineering Controls * Substitution * Administrative Controls * PPE		
<b>Preparing to disinfect vehicle</b>	Infection & Poisoning	Cleaners should use appropriate personal protective equipment (PPE), such as non-sterile disposable gloves that are recommended by the manufacturer of the detergent/disinfectant when touching contaminated surfaces or handling cleaning and disinfecting solutions. Never wash or reuse the gloves. Eye protection, such as a faceshield or goggles, may be required if splashing is expected. Avoid activities where infectious aerosols are generated. To ensure safety from cleaning materials/infectious agents do not eat or drink while cleaning the vehicle.		
<b>Disinfecting the vehicle</b>	Infection & Poisoning	Many of the non-porous surfaces in the cab and associated compartments can be cleaned with detergent and water according to the vehicle manufacturer's recommendations. Frequently touched surfaces in the interiors of the cab and associated components should be cleaned first with detergent and water and then disinfected using an EPA-registered disinfectant in accordance with the disinfectant manufacturer's recommendations. Ensure that the surface is kept wet with the disinfectant for the full contact time recommended by the manufacturer. Follow the manufacturer's directions for use and all safety instructions or other label recommendations (e.g., allowing adequate ventilation in confined areas such as lavatories, and proper disposal of unused product or used containers). Avoid using product application methods that cause splashing or generate aerosols.		
	Infection	Do not use compressed air and/or water under pressure for cleaning, or any other methods that can cause splashing or which might re-aerosolize infectious material. Vacuum cleaners should only be used after proper disinfection has taken place. Vacuum cleaners should be maintained to minimize dust dispersal in general and equipped with High Efficiency Particulate Nr (HEPA) filters.		
<b>Areas to Focus Attention while Disinfection (i.e. Checklist)</b>	Infection & Poisoning	<ul style="list-style-type: none"> <li>○ Vehicle door switches</li> <li>○ Vehicle door grab handle and surface</li> <li>○ Steering wheel</li> <li>○ Gauges and switches on dash</li> <li>○ HVAC louvers on dash</li> <li>○ Exposed dash surfaces</li> <li>○ Radio controls</li> <li>○ Seat adjustment knobs</li> <li>○ Radio mike and knobs</li> <li>○ Overhead console controls and light and switches</li> <li>○ Cup holders</li> <li>○ Steering column-mounted stalk controls (turn signals, cruise controls, wipers)</li> <li>○ Manual/automatic transmission shift lever</li> <li>○ Seat covers (vinyl, fabric, or leather)</li> <li>○ Floor mats (rubber)</li> <li>○ Seat belt buckles</li> <li>○ If vehicle safety kits opened since last cleaning, clean, Fire extinguishers, Reflector Kits, and First aid kits</li> </ul>		

<b>Cleaning up after disinfecting vehicle</b>	Infection & Poisoning	<p>Dispose of gloves and soiled material in a sturdy, leak-proof (e.g., plastic) bag that is tied shut and not reopened. Porous materials that will be laundered can be removed from the vehicle in the same manner. State and local governments should be consulted for appropriate disposal decision. Barring specific state solid or medical waste regulations to the contrary, these wastes are considered routine solid wastes that can be sent to municipal solid waste landfills without treatment.</p> <p>When cleaning has been completed and gloves have been removed, immediately clean hands with soap and water. If soap and water are not readily available, use an alcohol-based hand gel and wash hands with soap and water as soon as feasible. Avoid touching the face with gloved or unwashed hands.</p>
<b>Storage of Chemicals</b>	Fire, Burns, Poisoning	<p>Ensure proper procedures are followed and facilities provided for the use, storage, labeling, and disposal of fuels, oils, acids, solvents and other hazardous materials. <u>Use personal protective equipment as appropriate</u> to the material being <u>handled</u>. Refer to Safety Data Sheets (SDS) as appropriate. Use the following links: <a href="http://msds.com/">http://msds.com/</a> or <a href="http://msdsonline.com/or">http://msdsonline.com/or</a> <a href="http://www.ilpi.com/msds/">http://www.ilpi.com/msds/</a> or <a href="http://www.msdssearch.com/">http://www.msdssearch.com/</a></p>

10. LINE OFFICER SIGNATURE /S/ Edward Hunter	11. TITLE Acting Forest Supervisor	12. DATE 3/19/2020
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Previous edition is obsolete

**JHA Instructions (References-FSH 6709.11 and .12)**

The JHA shall identify the location of the work project or activity, the name of employee(s) involved in the process, the date(s) of acknowledgment, and the name of the appropriate line officer approving the JHA. The line officer acknowledges that employees have read and understand the contents, have received the required training, and are qualified to perform the work project or activity.

**Blocks 1, 2, 3, 4, 5, and 6:** Self-explanatory.

**Block 7:** Identify all tasks and procedures associated with the work project or activity that have potential to cause injury or illness to personnel and damage to property or material. Include emergency evacuation procedures (EEP).

**Block 8:** Identify all known or suspect hazards associated with each respective task/procedure listed in block 7. For example:

- a. Research past accidents/incidents.
- b. Research the Health and Safety Code, FSH 6709.11 or other appropriate literature.
- c. Discuss the work project/activity with participants.
- d. Observe the work project/activity.
- e. A combination of the above.

**Block 9:** Identify appropriate actions to reduce or eliminate the hazards identified in block 8. Abatement measures listed below are in the order of the preferred abatement method:

- a. Engineering Controls (the most desirable method of abatement). For example, ergonomically designed tools, equipment, and furniture.
- b. Substitution. For example, switching to high flash point, non-toxic solvents.
- c. Administrative Controls. For example, limiting exposure by reducing the work schedule; establishing appropriate procedures and practices.
- d. PPE (least desirable method of abatement). For example, using hearing protection when working with or close to portable machines (chain saws, rock drills, and portable water pumps).
- e. A combination of the above.

**Block 10:** The JHA must be reviewed and approved by a line officer. Attach a copy of the JHA as justification for purchase orders when procuring PPE.

**Blocks 11 and 12:** Self-explanatory.

**Emergency Evacuation Instructions (Reference FSH 6709.11)**

Work supervisors and crew members are responsible for developing and discussing field emergency evacuation procedures (EEP) and alternatives in the event a person(s) becomes seriously ill or injured at the worksite.

Be prepared to provide the following information:

- a. Nature of the accident or injury (avoid using victim's name).
- b. Type of assistance needed, if any (ground, air, or water evacuation).
- c. Location of accident or injury, best access route into the worksite (road name/number), identifiable ground/air landmarks.
- d. Radio frequencies.
- e. Contact person.
- f. Local hazards to ground vehicles or aviation.
- g. Weather conditions (wind speed & direction, visibility, temperature).
- h. Topography.
- i. Number of individuals to be transported.
- j. Estimated weight of individuals for air/water evacuation.

The items listed above serve only as guidelines for the development of emergency evacuation procedures.

**JHA and Emergency Evacuation Procedures Acknowledgment**

We, the undersigned work leader and crew members, acknowledge participation in the development of this JHA (as applicable) and accompanying emergency evacuation procedures. We have thoroughly discussed and understand the provisions of each of these documents:

<b>SIGNATURE</b>	<b>DATE</b>	<b>SIGNATURE</b>	<b>DATE</b>
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_____ Work Leader	_____
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