



## Low Risk Job Safety Analysis

This form must be completed by the contractor and submitted to the Project Specialist/Technical Representative for approval prior to work commencement. In addition, this form must be maintained at the work site where work is being performed. The scope of work must be attached before it may be reviewed and signed as reviewed.

Project/Job \_\_\_\_\_

Building/Area \_\_\_\_\_

Contractor \_\_\_\_\_

Contract Number \_\_\_\_\_

Foreman \_\_\_\_\_

Phone No. \_\_\_\_\_

Alternate No. \_\_\_\_\_

Project Specialist/Argonne Technical Representative _____ (Print Name)	Project Specialist/Argonne Technical Representative _____ (Signature)
Phone No. _____	
Alternate No. _____	Date _____
Division ES&H Coordinator _____	
Phone No. _____	
Alternate No. _____	



## **Argonne Contractors Requirements for Low Risk Projects**

1. All contractor personnel assigned to work under low risk contracts on the Argonne site will attend the Argonne Contractor Safety Orientation (CSO) for service contracts. The contractor must maintain proof of this training on his/her person by carrying the CSO Argonne card, provided by the instructor. The contractor must provide proof of this training to the Argonne or DOE representative when requested. CSO training is not required for Low Risk projects if the contractor is escorted at all times by an Argonne employee.
2. The contractor must have an ES&H Representative on site at all times work is being conducted.
3. All contractor personnel must attend building/area orientation in relation to their scope of work to ensure they are aware of shelters during severe weather or emergency evacuation meeting points as well as any other special conditions in relation to the specific building/area.
4. The contractor must report in daily, by 8 am, the number of employees he has on site by calling 630-252-7200. Additional information required includes the building number or area where the work is being done as well as the contract number. In addition, notification to the PS/Tech Rep of arrival and departure is required.
5. Imminent danger violations will result in an immediate 6-month suspension. Other lesser violations will receive “tickets” and/or other penalties per the contract.
6. In case of any injury or illness, no matter how minor, contact the Argonne National Laboratory Fire Department by calling (inside line) 911 (by cell phone) 630-252-1911. The Tech Rep/PS must also be immediately informed of the situation.

## Review of Emergency Information:

Project/Job \_\_\_\_\_

Building/Area \_\_\_\_\_

**Emergency Phone Number**      **Argonne Phone – 911.....Cell Phone 630-252-1911**

Location of Tornado Shelter: \_\_\_\_\_

Location of assembly point:

This information to be provided by the Argonne PS/Tech Rep.

### Basic Safety Rule Reminders:

1. Where work creates hazards, these work areas must be clearly marked (e.g., barrier tape, snow fencing, traffic cone, etc.) and appropriate signage posted to alert passers-by to hazards. All signage must be in compliance with 29 CFR 1910.145, Specification for accident prevention signs and tags.
2. Hard hats must be worn where there is a potential of falling objects, or bump hazards. All hard hats must comply with ANSI Z89.1, American National Standard for Industrial Head Protection.
3. All tools and equipment must be inspected by Argonne before use. Do not use defective tools.
4. Do not allow materials or equipment to obstruct stairways, passageways, and access ways.
5. In case of any injury or illness, no matter how minor, contact the Argonne National Laboratory Fire Department by calling (inside line) 911 (by cell phone) 630-252-1911. The Tech Rep/PS must also be immediately informed of the situation.
6. Review safety hazards and associated precautions identified in the special conditions of the job specifications and on this form.
7. If safety eyewear is identified as PPE for a control of an indicated hazard, the eyewear must comply with the requirements ANSI Z87.1, American National Standard Occupational and Educational Personal Eye and Face Protection Devices (e.g., safety glasses must have attached side shields).
8. All portable ladders must be made of non-conductive material (e.g., wood or fiberglass).
9. If safety footwear is identified as PPE for a control of an indicated hazard, sturdy leather work shoes or boots must be worn in the work zones the task(s) are being performed.

### Workers performing the job must sign below.

My employer has reviewed this JSA and answered my questions about hazards related to this job and what I need to do to work safely. I have also been given an orientation of the work area, including the location of telephones and emergency equipment, and covering how to respond to fire and severe weather.

Name (print clearly)	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Note:** Provide the Argonne Project Specialist/Technical Representative with a copy of this sheet at the start of the job and again each time new workers are added to your crew.