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|  | Your company name  Workplace Safety Assessment  Job Hazard Analysis (JHA) | | | | Your logo here |
| Document Control #: | Stone-JHA-013 | | | Revision Date: | mm/dd/yyyy |
| Document Title: | Job Hazard Analysis (JHA) | | | Issue #: | 1.0 |
| Department: | Warehousing | | | Frequency: | Annually |
| Personal Protective Equipment Required: | Safety glasses, safety shoes, safety vest, hard hat, gloves | | | Completed by: | Name of Company Representative Here |
| Loading a Flatbed Trailer (with poles) | | | | | |
| Task Description | | Hazard | Control | | |
| Preparing Trailer to Receive Load | | Loose Bundles | * Attach cross members to brace bundles | | |
| Moving Truck / Trailer | * Chock wheels to prevent movement | | |
| Unsecure Load | * Make certain driver has 4 chains for every row of bundles | | |
| Placing Bundles | | Stuck By / Caught Between | * Never stand or cross between load and stationary object * Place bundles on 2”x 4” positioned at outer edge of bundle to allow bundle to be tipped back and placed securely against cross member | | |
| Securing Bundles | | Shifting Moving Materials | * Once bundles are leaning securely against upper cross member straps may be removed * Load opposite side in similar manner with loads resting back to back against poles (Always load one pole at a time in order to keep proper weight distribution on trailer, never load one entire side of trailer at one time) * Use chains to secure bundles to truck * Attach chains from one side rail, over bundles to other side rail * Use chain binders to make certain chain is pulled taught * After chains are in position straps can also be used | | |

Rationale or Comment:

* + Place an orange cone in the front of the trailer to indicate loading in progress.
  + Use two spotters one on the ground and one on the trailer.
  + 4 inch straps may be used for extra security.
  + Ensure driver inspects load prior to departure and every 100 miles or every 3 hours thereafter.
  + When loading trailer always maintain 3 points contact while on trailer.

End of Document

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