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**National Park Service**

**U.S. Department of the Interior**

**National Capital Parks - East**

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| **Volunteer Job Hazard Analysis (JHA)** |
| **Position:** | Invasive Management Team | **Division:** | Resource Management |
| **Work Activity:** | Removing invasive species, collecting data | **Prepared by:** | Rebecca George, 8-10-2021 |
| **Supervisor:** | Michael Chambers | **Approved by:** |  |
| **Date of Last Revision:** | 9-17-2021 | **Notes:** | Volunteers will be instructed about safety measures and protocol. Volunteers may use handsaws, loppers, trash bags, gloves etc., for personal protection and to perform duties. |
| **TASK/PROCEDURE** | **HAZARDS** | **SAFE JOB PROCEDURES** |
| Exposure to the elements | Extreme exposure to the sun can cause sunburn, dehydration, heat exhaustion, or sunstroke.  | * Always wear a hat when out in direct sunlight.
* Wear sunscreen and long sleeves.
* Drink plenty of fluids, preferably water.
* Know the signs of sunstroke, dehydration, and heat exhaustion.
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| Hiking or walking on uneven or slippery surfaces | Tripping, falling, or losing balance along with subsequent injury could occur.  | * Wear appropriate footgear - sturdy but comfortable shoes or boots.
* Care should be taken when crossing uneven or slippery surfaces.
* Always wear good quality, thick, cotton or wool socks.
* Don’t be preoccupied while walking.
* Be aware of your surroundings.
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| Operating tools (shovel, saw, lopper, etc.) | Potential for various injuries (back and shoulder pain, pinching fingers, blisters, fatigue, muscle strain, etc.) resulting from use of equipment.  | * Follow given safety protocols.
* Maintain a firm grip on tool handles.
* Be sure other people are clear before removing tools.
* Maintain organized tool racks to prevent falling.
* Keep points and blades facing down and tools parallel to the ground.
* Wear appropriate PPE for tool being used.
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| Exposure to disease-carrying bugs  | Subject to Lyme disease, rashes, sickness, etc.  | * Wear clothing that covers your arms and legs.
* Wear light-colored clothing to help you see if a tick is on you.
* Stay out of grassy areas if possible.
* Use a chemical repellent with DEET.
* Thoroughly check yourself for ticks and other bugs before and after trail maintenance.
* If you find a tick, remove it using tweezers.
* Wear long pants and tuck them into your socks.
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| Repeatedly bending over  | Potential back pain | * Take breaks when necessary.
* Don’t overdo it, know your limits.
* Ask for help if necessary.
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| Working around other people during the Covid-19 pandemic | Contracting and/or spreading Covid-19, particularly if unvaccinated | * Wear a mask.
* Practice social distancing (6 feet) in the workspace.
* Avoid touching your eyes, nose, or mouth.
* Wash hands often with soap and water. Wash your hands for a min. of 20 seconds. Alcohol-based hand sanitizer can be used where soap & water are not readily available.
* Clean & disinfect frequently touched objects and surfaces.
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