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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:** | Stitch n’ Time Volunteer  | **Division:** | Resource Management  |
| **Work Activity:** | Wool processing, clothing creation | **Prepared by:** | Rebecca George, 8-10-2021 |
| **Supervisor:** | Michael Chambers | **Approved by:** |  |
| **Date of Last Revision:** | 9-14-2021 | **Notes:** | Volunteers will be given a safety talk and instruction regarding the proper ways to process, spin, and dye wool, mend clothing, create clothing, etc.  |
| **TASK/PROCEDURE** | **HAZARDS** | **SAFE JOB PROCEDURES** |
| Processing wool | Potential for sprains and strains, fatigue, back problems, etc.  | * Follow safety instructions.
* Wear personal protective equipment.
* Take breaks, particularly when completing repetitive motions.
* Ensure good lighting.
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| Mending and creating clothingKnitting/crocheting | Finger and hand injuries from tool use, restrained eyesight/headache | * Wear finger guards.
* Follow safety instructions and use tools properly.
* Ensure there is good lighting.
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| Bending over while working | Back pain, fatigue | * Take breaks.
* Ensure worktables are at a good level.
* Use proper posture when not bending over.
* Ensure good lighting.
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| Sitting for extended periods of time  | Tension, stress, stiffness  | * Sit in a chair that allows adequate leg room and feet can be placed flat on the floor comfortably.
* Sit in a chair with lumbar support built in or with a lumbar cushion.
* Sit at a workstation that is the right height.
* Sit at a workstation that is even with the arm rests of your chair or just below your hands when your arms are at a 90-degree angle.
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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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