




Task Hazard Assessment Form

Task Name	Operating Drill Press
Department	HVAC
Supervisor	Kyle Brennan
Work Location	Central Steam Plant
Date of Assessment	10.10.2024

Hazard	Description
Physical Hazards (Check all that apply) <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Electrical Hazards <input type="checkbox"/> Fall from Heights <input type="checkbox"/> Falling Objects <input checked="" type="checkbox"/> Flying Particles <input checked="" type="checkbox"/> Noise <input checked="" type="checkbox"/> Sharp/Abrasive Objects <input checked="" type="checkbox"/> Struck by Objects <input type="checkbox"/> Slippery Surfaces <input checked="" type="checkbox"/> Sparks/Hot Particles <input type="checkbox"/> Temperature Extremes <input type="checkbox"/> Vehicular Traffic <input type="checkbox"/> Other (Please Describe): _____	Describe any applicable hazards <ul style="list-style-type: none"> ➤ Electricity powering the drill press can cause shocks ➤ Drilling into materials can create flying particles ➤ Drill bits can be sharp/abrasive, as well as create sharp/abrasive surfaces on materials ➤ Drilling can cause materials to spin if not properly secured ➤ Drill press causes loud noises when in use ➤ Drilling into metals can generate sparks/hot particles
Chemical Hazards (Check all that apply) <input type="checkbox"/> N/A <input type="checkbox"/> Air/Water-Sensitive Substances <input type="checkbox"/> Flammable Liquids/Vapors <input checked="" type="checkbox"/> Irritants <input type="checkbox"/> Compressed Gases <input type="checkbox"/> Corrosive Substances <input type="checkbox"/> Radioactive Substances <input type="checkbox"/> Toxic Substances <input type="checkbox"/> Other (Please Describe): _____	Describe any applicable hazards <ul style="list-style-type: none"> ➤ Drilling into certain materials can generate irritating dust
Biological Hazards (Check all that apply) <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Air-borne Pathogens <input type="checkbox"/> Biological Sharps <input type="checkbox"/> Blood and Bodily Fluids <input type="checkbox"/> Mold <input type="checkbox"/> Sewage <input type="checkbox"/> Other (Please Describe): _____	Describe any applicable hazards

Controls Methods	Task-Specific Controls
<p>Engineering Controls - Physical methods that reduce or prevent workers from coming into contact with hazards</p> <p><u>Examples (Not Exhaustive)</u></p> <ul style="list-style-type: none"> ▪ Carts/Dollies ▪ Emergency Shut-Offs ▪ Guardrails ▪ Hoists ▪ Machine Guards ▪ Pumps ▪ Ventilation 	<p>List any engineering controls that are required to complete this task</p> <ul style="list-style-type: none"> ➤ Ensure machine guard on drill press is present and in good working order ➤ Ensure emergency shut-off button is present and in good working order ➤ Use clamps to secure pieces when drilling
	
<p>Administrative Controls – Work practices that reduce the duration, frequency, or intensity of exposure to hazards</p> <p><u>Examples (Not Exhaustive)</u></p> <ul style="list-style-type: none"> ▪ Buddy System ▪ Communication ▪ Limiting Access ▪ Rest Breaks ▪ Training 	<p>List any administrative controls that are required to complete this task</p> <ul style="list-style-type: none"> ➤ Only use the drill press if you have been trained in safe operation by a competent employee ➤ Visually inspect the drill press prior to use. If there is signs of damage or missing parts, place the equipment out-of-service. ➤ Do not operate the drill press if you are feeling fatigued/unwell ➤ Do not wear any loose-fitting clothing or dangling accessories/jewelry. Secure long hair.
<p>Personal Protective Equipment (PPE) - Equipment worn to minimize exposure to hazards</p> <p><u>Examples (Not Exhaustive)</u></p> <ul style="list-style-type: none"> ▪ Chemical Aprons ▪ Cut-Resistant Gloves ▪ Dust Suits ▪ Face Shields ▪ Safety Glasses 	<p>List any personal protective equipment that is required to complete this task</p> <ul style="list-style-type: none"> ➤ Safety glasses ➤ Ear protection (ear plugs, earmuffs) ➤ Work gloves ➤ Standard work clothing (long pants, safety shoes)



Is a follow-up required?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Reason for follow-up		

Task Hazard Assessment Form Completed By

Name: _____ Mark Schuman _____

Signature: _____ 

Department: _____ Environmental Health and Safety _____

Date: _10/10/24_