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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:** | Green Thumbs Volunteer | **Division:** | Resource Management  |
| **Work Activity:** | Gardening  | **Prepared by:** | Rebecca George, 8-10-2021 |
| **Supervisor:** | Michael Chambers | **Approved by:** |  |
| **Date of Last Revision:** | 9-14-2021 | **Notes:** | Volunteers will be instructed about safety measures and protocol. Volunteers may use shovels, rakes, gloves etc. for personal protection and to perform duties. |
| **TASK/PROCEDURE** | **HAZARDS** | **SAFE JOB PROCEDURES** |
| Bending over and carrying heavy loads while carrying out gardening tasks (planting, harvesting, weeding, monitoring, etc.) | Bending over repeatedly can cause back pain, tendonitis, aches, sprains, fatigue.  | * Don’t overdo it, know limits.
* Avoid doing repetitive motions for long periods of time and switch off tasks with others.
* Carry out warm-up wrist and muscle exercises before beginning.
* Lift with your legs and ask for assistance if necessary.
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| Using gardening tools | Potential for various injuries (blisters, cuts, 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.
* Wear appropriate PPE for tool being used.
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| Working around thorny plants | At risk of cuts and scrapes | * Be aware of your surroundings
* Wear appropriate PPE for tool being used.
* Make sure your tetanus shot is up to date.
* Ask for assistance if necessary.
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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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| 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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| 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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| 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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