



UNC
ENVIRONMENT,
HEALTH & SAFETY

Job Safety Analysis

Safety Information for The University of North Carolina at Chapel Hill

JOB SAFETY ANALYSIS TOPIC:

Backpack Vacuum



Title	Work Task	Hazards	Controls
Preplan the work	Inspect backpack vacuum before use (check plug for ground, ensure unit is in good working order) Gather Proper PPE for the job and inspect it	Improper inspection	Ensure unit has a ground plug, cord is not frayed, and is in good working order
Before the job	Don the backpack vacuum properly	Ergonomic Hazards	Back into the backpack vacuum and put your shoulders in the straps, tighten properly, and lift the unit out of its holding area

Title	Work Task	Hazards	Controls
Vacuum	Use the vacuum in required areas Move to different plugs to access more areas	Electrical Hazards	Do not yank the cord out of the wall to move, walk back to the plug and pull out of the wall gently to ensure the ground plug stays in place
Clean Up	Place vacuum back into the holder properly	Ergonomic Hazards	Walk the backpack vacuum into its holding unit against the wall, remove your arms from under the straps and walk forward when the unit is firmly held to avoid dropping the vacuum
Training	Employees must have hands on training in the proper use of this piece of equipment.	Supervisor is to fill out the turn in the form to UNC-CH 'Supervisor Led Training Form' and Environment, Health and Safety for documentation of proper training	
Created By	Cory Kirkland, Facilities Safety Officer		
Referenced Material	Janitor University and UNC Facilities SOP's		
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