



**UNC**  
ENVIRONMENT,  
HEALTH & SAFETY

# Job Safety Analysis

Safety Information for The University of North Carolina at Chapel Hill

## JOB SAFETY ANALYSIS TOPIC:

Operating a 6-inch Belt Sander



| Title            | Work Task  | Hazards  | Controls   |
|------------------|--|--|--|
| Preplan the work | Gather proper tools<br><br>Gather Proper PPE for the job and inspect it (safety glasses and safety shoes).<br><br>Dress properly | Improper tools<br><br>Improper PPE inspection/selection<br><br>Loose clothes, jewelry or long hair can be caught in moving parts | Using improper tools or parts can lead to lead to injury<br><br>Improper PPE use and inspection can lead to unnecessary hazards created by wrong PPE or faulty PPE.<br><br>Do not wear loose clothing or jewelry. Keep hair, clothing and gloves away from moving parts. |
| Before the job   | Don necessary PPE<br><br><br><br>Check for misalignment or damage to the sander, grounding plug and cord.                        | Improper Donning<br><br>Eye Contact with debris<br><br>Lacerations<br><br>Hand Injury<br><br>Electrical shock                    | Ensure all PPE is on correctly and passed inspection<br><br><br><br><b>DO NOT</b> use and <b>TAG OUT</b> sander if it is misaligned, the grounding plug is missing, or the cord is damaged.  |

|                             |   |  |  |
|-----------------------------|---|--|--|
|                             | Ensure switch is in the off position before plugging in               | Injury from accidental starting  | Check switch position before plugging in sander            |
|                             | Secure workpiece  | Injury from movement of workpiece  | Secure workpiece with clamps or another appropriate method |
| <b>Using the sander</b>     | Be sure to only use the easy grip handle when handling sander         | Loss of control of the sander  | Maintain firm grip on handle                               |
|                             | Keep proper footing and balance                                       | Tripping/Falling   | Do not overreach   |
|                             | Adjusting tool or workpiece   | Injury from accidental startup   | Unplug from power supply before adjusting                  |
| <b>Storage and Clean up</b> | Properly clean up and dispose all debris                              | Improper housekeeping  | Maintain housekeeping                                      |
|                             | Make sure the sander is clean and properly stored.                    | Improper Storage of Equipment/PPE  | Store the sander in designated area                        |
| <b>Training</b>             | Employees must have hands on training in the proper use of this tool. | Supervisor must fill out the 'Supervisor Led Training Form' and turn in the form to UNC-CH Environment, Health and Safety for documentation of proper training |  |
| <b>Created By</b>           | Kim Haley, Industrial Hygienist<br>3/21/19                            |  |  |

**Contact Info**

For more information about this JSA and other JSAs, contact:

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