

## Aqaubot Technicians 2018 Job Safety Analysis

| Describe the Job Step           | Potential Hazards                        | Recommended Risk Control Measures   | Responsible Person(s)                | Initials |
|---------------------------------|--|---|--------------------------------------|----------|
| <b>Working with Electricity</b> | An employee can be shocked.              | <ul style="list-style-type: none"> <li>● Safety attire is worn.</li> <li>● No open wires.</li> <li>● No hazardous materials are placed near wires while in use.</li> </ul>      | Safety Specialist- Anthony Escatiola |          |
| <b>Using Solder Iron</b>        | Employees burning themselves.            | <ul style="list-style-type: none"> <li>● Safety Glasses are worn.</li> <li>● Gloves are worn.</li> <li>● Area is cleared.</li> </ul>  | Safety Specialist- Anthony Escatiola |          |
| <b>Using PVC pipe cutter</b>    | Employees cutting themselves.            | <ul style="list-style-type: none"> <li>● Have another employee overseeing the process.</li> <li>● Wear protective gloves.</li> <li>● Keep hands away from the blade.</li> </ul> | Safety Specialist- Anthony Escatiola |          |
| <b>Using Heat Gun</b>           | Employees can be burned by extreme heat. | <ul style="list-style-type: none"> <li>● Employees should wear gloves.</li> <li>● Stay clear of the heated end.</li> </ul>  | Safety Specialist- Anthony Escatiola |          |

|                                |                              |   |  |  |
|--------------------------------|------------------------------|---|--|--|
| <b>Electrical Cords</b>        | Employees can trip and fall. | <ul style="list-style-type: none"> <li>• Can be taped down to minimize tripping.</li> <li>• Can be hung above to prevent tripping</li> <li>• Be unplugged after each use.</li> </ul>                          | Safety Specialist- Anthony Escatiola                       |  |
| <b>Technical Documentation</b> | Not being saved.             | <ul style="list-style-type: none"> <li>• Keep flash drive with one designated person.</li> <li>• Save a backup to the computer.</li> <li>• Stay well communicated with all technical documenters.</li> </ul>  | Technical Documenter- Shelby Rivera                        |  |
| <b>Brainstorming Session</b>   | Miscommunication             | <ul style="list-style-type: none"> <li>• Make every employee write down ideas and read one at a time aloud.</li> <li>• Never discourage an idea/person.</li> <li>• Take a vote to ensure fairness.</li> </ul> | CEO-Elijah Euresti<br>Safety Specialist- Anthony Escatiola |  |
| <b>Safety Glasses</b>          | Not wearing them.            | <ul style="list-style-type: none"> <li>• Wear them.</li> <li>• Ensure everyone has a pair assigned to them.</li> <li>• They remain in a special place for easy</li> </ul>                                     | Safety Specialist- Anthony Escatiola                       |  |

|                               |                                    |   |  |  |
|-------------------------------|------------------------------------|---|--|--|
|                               |                                    | access.   |  |  |
| <b>Meeting Deadlines</b>      | Not being met.                     | <ul style="list-style-type: none"> <li>• Have calendar posted where all employees are able to view when necessary.</li> <li>• Have incentives. (ex. Picking bus seats)</li> <li>• Grades based upon meeting cutoff date.</li> </ul> | CEO-Elijah Euresti<br>Co-CEO-Shelby Rivera |  |
| <b>Employees Contributing</b> | Work not being evenly distributed. | <ul style="list-style-type: none"> <li>• Assign specific task along with a deadline for a grade.</li> <li>• Do daily checkups.</li> <li>• Discuss why work is not being done.</li> </ul>  | Co-CEO-Shelby Rivera                       |  |

**Employees  
Working  
Together**

Employees have a conflict with one another.

- Separate them and find the problem.
- Sit them down to discuss how to fix it.
- Fix it with necessary steps found while discussing problem.

All Aquabot Technicians