

Task or Employee: BaBar Online System Expert\_\_\_\_\_  Routine  Non-routine

Retention: Completed Routine JHAMs are retained by the employee and supervisor. Non-routine JHAMs are retained until the task is fully closed out. In the case of an accident, the form is to be retained for use by the review team.

Complete instructions and supporting information is available at <https://www-internal.slac.stanford.edu/esh/SLACsafety/jham/>. Enter information into boxes which will expand to accommodate whatever length of text is entered. Once this JHA is complete, all participants should sign in the Acknowledgement section. Add rows by placing cursor in the right box of the last row and entering a tab.

This document covers routine BaBar Online system expert work.

Sequence of Basic Job Steps	Potential Hazards	Controls & Recommended Actions
<ul style="list-style-type: none"> <li>• Use of computers</li> <li>• Talk on phone</li> <li>• Reading/working at desk</li> <li>• Use of kitchens and bathrooms</li> <li>• Use of conference rooms</li> </ul>	<ul style="list-style-type: none"> <li>• Covered in “Office Worker JHAM”</li> </ul>	<ul style="list-style-type: none"> <li>• Covered in “Office Worker JHAM”, applies here as well.</li> </ul>
<ul style="list-style-type: none"> <li>• Working in the IR2 area                             <ul style="list-style-type: none"> <li>○ Building 621 (Control room, meeting room, computer alcove, upstairs kitchen, lab area)</li> <li>○ Buildings 620, 624 (IR hall, electronics hut, IP region)</li> <li>○ Building 626 (gas shack)</li> </ul> </li> <li>• Walking between buildings</li> <li>• Responding to emergencies</li> <li>• Operating vehicles</li> </ul>	<ul style="list-style-type: none"> <li>• Covered in “BaBar Shifter JHAM”</li> </ul>	<ul style="list-style-type: none"> <li>• Covered in “BaBar Shifter JHAM”</li> <li>• Other relevant BaBar safety documents are:                             <ul style="list-style-type: none"> <li>○ BaBar Care and Feeding Manual</li> <li>○ BaBar Safety Assessment Document</li> <li>○ BaBar Fire Hazard Analysis</li> </ul> </li> </ul>

Sequence of Basic Job Steps	Potential Hazards	Controls & Recommended Actions
<ul style="list-style-type: none"> <li>• Lifting / moving (equipment, boxes, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Back injury</li> <li>• Falling hazard</li> <li>• Items falling</li> <li>• Crushing / pinching of hands and fingers</li> <li>• Sharp edges / cuts</li> </ul>	<ul style="list-style-type: none"> <li>• Lift properly - with legs, not back</li> <li>• Don't lift more than comfort level</li> <li>• Get assistance for moving heavy objects</li> <li>• Use appropriate PPE (gloves)</li> <li>• If equipment is modular, disassemble partially before moving (remove heavy power supplies, etc.)</li> </ul>
<ul style="list-style-type: none"> <li>• Opening computers</li> <li>• Inserting/removing cards or components into/from computers and network equipment</li> <li>• <b>Note: Opening or repairing LCD or CRT monitors or any kind of power supply requires appropriate qualification, training and authorization and is not covered by this JHAM.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Sharp edges / cuts</li> <li>• Moving parts (e.g. fans)</li> <li>• Electrical hazards                             <ul style="list-style-type: none"> <li>○ Shock, burns by exposed 110V</li> <li>○ Burns by high-current low-voltage</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Be extra careful around any sheet metal, expect sharp edges, use PPE (gloves) if appropriate.</li> <li>• Turn off computers and disconnect power cord(s) before opening.</li> <li>• Do not hot-swap components unless foreseen and documented by the manufacturer.</li> <li>• Follow manufacturer's instructions</li> <li>• Do not open LCD or CRT monitors or any kind of power supply.</li> </ul>
<ul style="list-style-type: none"> <li>• Working with crates and modules</li> <li>• Inserting and removing modules</li> <li>• Operating boards in crates</li> </ul>	<ul style="list-style-type: none"> <li>• Low-voltage, high currents                             <ul style="list-style-type: none"> <li>○ Burn injuries</li> <li>○ Fire</li> <li>○ Smoke</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Turn off crate before any board insertion / removal. Do not hot-swap.</li> <li>• Check board and slot type before insertion</li> <li>• Check for possible pin damage on connectors</li> <li>• Do not operate with low voltage power distribution bars uncovered</li> </ul>

Sequence of Basic Job Steps	Potential Hazards	Controls & Recommended Actions

<b>Acknowledgements</b>	<b>Print Name</b>	<b>Signature or Initialed</b>	<b>Date</b>
<b>Supervisor:</b>	Steffen Luitz		
<b>Participants:</b>			

