

SITE SURVEY REPORT

Job Hazard Analysis (JHA / JSA)

Prepared for	Buckeye Site Utilities LLC
Date	19 Oct 2026
Site	Cedar Ridge Elementary, Columbus, OH
Prepared by	R. Alvarez

FORM

Job Hazard Analysis (JHA / JSA)

1. The job

JHA number	JHA-0417
Revision	A
Date prepared	19 Oct 2026
Company (employer)	Buckeye Site Utilities LLC
Owner or general contractor	Harmon Builders (general contractor)
Project	Cedar Ridge Elementary addition
Jobsite	Cedar Ridge Elementary
Jobsite address	2150 Cedar Ridge Rd, Columbus, OH 43221
Work location on the jobsite (GPS)	Trench route, east of the new wing · 39.981240, -83.140870 (±6 m)
Job or task being analyzed	Excavate a trench and install a 4 inch water service to the new wing
Scope of the work	Saw cut and remove asphalt, excavate about 120 ft of trench up to 6 ft deep, set the trench box, lay and test the pipe, backfill and compact. Paving is by others.
Start date	21 Oct 2026
Crew foreman	R. Alvarez
Foreman phone	(614) 555-0142
Competent person for this work	R. Alvarez
Competent person for what?	Excavations and trenching
Why is this job being analyzed?	Could cause a severe injury or illness, New job, or the job or process has changed, Required by the owner or contract
Is this work on a USACE, NAVFAC or other Department of Defense contract that uses EM 385-1-1?	No

2. Crew and training

Crew 1: R. Alvarez

Name	R. Alvarez

Trade or company	Foreman
Training and certifications for this job	OSHA 30-hour construction, Excavation competent person, First aid / CPR
Earliest expiry date of the cards needed for this job	31 May 2027

Crew 2: T. Nguyen

Name	T. Nguyen
Trade or company	Equipment operator
Training and certifications for this job	OSHA 10-hour construction, Manufacturer training for the equipment
Earliest expiry date of the cards needed for this job	28 Feb 2027

Crew 3: D. Brooks

Name	D. Brooks
Trade or company	Pipe layer
Training and certifications for this job	OSHA 10-hour construction, Hazard communication (SDS)
Earliest expiry date of the cards needed for this job	31 Aug 2027

Crew 4: M. Ortiz

Name	M. Ortiz
Trade or company	Laborer
Training and certifications for this job	OSHA 10-hour construction
Earliest expiry date of the cards needed for this job	31 Jan 2028
Workers on the crew	4
Who else could be affected by the work?	Other trades on site, Building occupants or owner staff, The public

3. Job steps, hazards and controls

Job steps 1: Locate utilities and set up the work zone

Step: what is done	Locate utilities and set up the work zone
Hazards at this step	Trench or excavation, Mobile equipment and traffic, Public or building occupants nearby

What can go wrong, and how?	Digging into an unmarked gas or electric line. Students or staff walk into the work zone at drop-off.
Have underground utilities been located (811 call made and marks checked)?	Yes
Kinds of control used at this step	Engineering control (guardrail, guarding, ventilation, shoring, barricade), Administrative or work practice control (procedure, permit, training, spotter, rotation)
Controls: how the hazard is eliminated or controlled	811 ticket 2610150321 confirmed, all marks checked against the school drawings. Pothole by hand within the tolerance zone of the gas mark. 6 ft fence panels around the whole zone; work only between 9:00 and 2:30 outside drop-off and pick-up.
Who makes sure the controls are in place?	R. Alvarez

Job steps 2: Saw cut asphalt and excavate the trench

Step: what is done	Saw cut asphalt and excavate the trench
Hazards at this step	Caught-in or between (trenches, machinery, pinch points), Struck-by (vehicles, equipment, falling or flying objects), Trench or excavation, Silica or other dust, Noise
What can go wrong, and how?	Cave-in once the trench passes 5 ft. Worker struck by the excavator swing. Silica dust from the saw.

Photos of the work area or hazard



Is the trench or excavation 5 feet deep or more?	Yes
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29 CFR 1926.652(a)(1). Each employee in an excavation must be protected from cave-ins by an adequate protective system, such as sloping, shoring or a trench box, unless the excavation is made entirely in stable rock or is less than 5 feet deep and a competent person finds no indication of a potential cave-in.

Have underground utilities been located (811 call made and marks checked)? Yes

Kinds of control used at this step Engineering control (guardrail, guarding, ventilation, shoring, barricade), Administrative or work practice control (procedure, permit, training, spotter, rotation), Personal protective equipment (PPE)

Controls: how the hazard is eliminated or controlled Wet cutting on the saw. Nobody enters the trench until the trench box is set. Spoil kept at least 2 ft back from the edge. Swing radius coned off and a spotter in radio contact with the operator. Hearing protection while the saw runs.

Who makes sure the controls are in place? T. Nguyen

Job steps 3: Set the trench box and enter the trench

Step: what is done Set the trench box and enter the trench

Hazards at this step Caught-in or between (trenches, machinery, pinch points), Trench or excavation, Cranes, rigging and hoisting

What can go wrong, and how? Box shifts while it is set. A worker climbs out over the box wall instead of using a ladder.

Photos of the work area or hazard



Is the trench or excavation 5 feet deep or more? Yes

29 CFR 1926.652(a)(1). Each employee in an excavation must be protected from cave-ins by an adequate protective system, such as sloping, shoring or a trench box, unless the excavation is made entirely in stable rock or is less than 5 feet deep and a competent person finds no indication of a potential cave-in.

Have underground utilities been located (811 call made and marks checked)? Yes

Kinds of control used at this step	Engineering control (guardrail, guarding, ventilation, shoring, barricade), Administrative or work practice control (procedure, permit, training, spotter, rotation)
Controls: how the hazard is eliminated or controlled	Box rated for 8 ft, tabulated data on site. Competent person inspects the trench before each shift and after rain. Ladder within 25 ft of every worker in the trench. Tag line on the box while it is lowered.
Who makes sure the controls are in place?	R. Alvarez

Job steps 4: Lay, connect and pressure test the pipe

Step: what is done	Lay, connect and pressure test the pipe
Hazards at this step	Lifting, ergonomics and repetitive work, Hand and power tools, Hazardous chemicals
What can go wrong, and how?	Back strain lifting pipe sections. Skin contact with pipe primer and cement.
Kinds of control used at this step	Engineering control (guardrail, guarding, ventilation, shoring, barricade), Administrative or work practice control (procedure, permit, training, spotter, rotation), Personal protective equipment (PPE)
Controls: how the hazard is eliminated or controlled	Pipe lowered by the excavator with a sling, two-person handling for fittings. SDS for primer reviewed at the pre-task. Nitrile gloves and safety glasses for solvent work.
Who makes sure the controls are in place?	D. Brooks

Job steps 5: Backfill, compact and restore the area

Step: what is done	Backfill, compact and restore the area
Hazards at this step	Struck-by (vehicles, equipment, falling or flying objects), Noise, Lifting, ergonomics and repetitive work
What can go wrong, and how?	Worker caught by the compactor or the loader backing up.
Kinds of control used at this step	Engineering control (guardrail, guarding, ventilation, shoring, barricade), Administrative or work practice control (procedure, permit, training, spotter, rotation), Personal protective equipment (PPE)
Controls: how the hazard is eliminated or controlled	Backup alarms checked, spotter for every reverse. Lifts compacted from outside the box where possible, box pulled in stages. Hearing protection for the plate compactor.
Who makes sure the controls are in place?	T. Nguyen
Steps recorded	5

4. PPE, equipment and permits

PPE required for this job	Hard hat, Safety glasses, Hearing protection, High-visibility vest, Work gloves, Safety-toe boots
Has the PPE been inspected and does it fit the workers using it?	Yes
Tools and equipment	Mini excavator (daily check), walk-behind saw with water feed, trench box, plate compactor, pressure test pump.
Will any hazardous chemicals be used?	Yes
Which products?	PVC primer and cement
Have the safety data sheets been reviewed with the crew?	Yes
Permits needed	Excavation or dig permit (811 call made), Owner or facility work permit
Permit numbers	811 ticket 2610150321; district work permit CR-26-118

5. Emergency plan

Person trained in first aid on site	R. Alvarez
Where is the first aid kit?	Foreman truck, passenger side
Nearest hospital or clinic	OhioHealth Doctors Hospital, 5100 W Broad St
Emergency number	911
Muster point	Front parking lot by the flagpole
Muster point (GPS)	Flagpole, front parking lot · 39.981610, -83.141950 (±5 m)
Nearest fire extinguisher	Foreman truck and the excavator cab

6. Pre-task briefing and sign-on

Briefed by	R. Alvarez
Date	21 Oct 2026
Has the crew been told they can stop work if conditions change or something is unsafe?	Yes
Does anyone need the briefing in another language?	Yes
Which language, and who interpreted?	Spanish, briefing repeated by M. Ortiz

Hazards or ideas the crew raised

D. Brooks asked for the spoil pile to go on the school side so the ladder side stays clear. Agreed and added to step 2.

Crew sign-on 1: R. Alvarez

Name

R. Alvarez

Company or trade

Buckeye Site Utilities

Signature

*R. Alvarez***Crew sign-on 2: T. Nguyen**

Name

T. Nguyen

Company or trade

Buckeye Site Utilities

Signature

*T. Nguyen***Crew sign-on 3: D. Brooks**

Name

D. Brooks

Company or trade

Buckeye Site Utilities

Signature

*D. Brooks***Crew sign-on 4: M. Ortiz**

Name

M. Ortiz

Company or trade

Buckeye Site Utilities

Signature

M. Ortiz

Workers signed on 4

7. Review and approval

Points to resolve before work starts 0

Nothing counted above. The JHA is ready for the work to start, once conditions on site match it.

Prepared by R. Alvarez

Signature

R. Alvarez

Has a superintendent or safety professional reviewed this JHA? Yes

Reviewed by K. Whitfield, safety manager

Date reviewed 20 Oct 2026

Reviewer signature

*K. Whitfield***Review this JHA if** An injury, illness or near miss happens on the job, The job, equipment or materials change, A new hazard is found, Site conditions change