University of Massachusetts ***JOB SAFETY ANALYSIS***	**JOB TITLE:** Lab Cleaning **Page** 1 **of** 2	**JSA No.** JSACSTDlabclng	**DATE:** 7/27/07	**NEW** ☑ **REVISED** ☐
	TITLE OF PERSON WHO DOES JOB: Maintainer I, II	**SUPERVISOR:**	**ANALYSIS PERFOMED BY:** Custodial Safety Committee	
ORGANIZATION:	**LOCATION:**	**DEPARTMENT:**	**REVIEWED BY:**	

SEQUENCE OF BASIC JOB STEPS	POTENTIAL HAZARDS	RECOMMENDED ACTION OR PROCEDURE
Read and adhere to any signs posted on lab doors regarding chemicals, biological and radiation hazards.	Employees could be exposed to radiation or come in contact with hazardous chemicals or pathogens.	Read and adhere to warning signs, check with supervisor or EH&S if not sure on how to proceed. Must get clearance from EH&S before entering radiation labs. Ask lab Primary Investigator (PI) what they want done.
Discover liquid spill in lab.	Slip/fall, chemical burn, overcome from fumes and death from over exposure.	Call and report all spills to EH&S and then notify supervisor.
Entering lab to empty trash	Cuts from glass, needle sticks, back splash from liquids in trash.	Always wear gloves (new gloves may be required if lab criteria requires it) and safety glasses w/side shields. Be aware of Potential splash back or needle sticks. Do not push trash down (compact) with hands – use another trash container to compact. If you recognize something hazardous in the trash contact EH&S and report it they will follow up with PI and dispose of it correctly.
High/low dusting	Chemical exposures, potential to contaminate experiments/research breakage and spills. May cause malfunction of research equipment.	Do not dust or clean counters unless the head of the lab request specific cleaning and the safety *criteria are met. No chemicals or containers are in the area to be cleaned and someone from the lab is present during the cleaning. *(cleared by EHS/Lab PI and posted)
Cleaning light fixtures and bulbs	Possibility of chemical contaminated dust inhalation	Wear safety glasses or goggles, dust mask or respirator if medically approved and other Safety procedures as outlined in JSACSTD003ltchg. Wash hands and gloves when done.

Cleaning of chairs	Chemical exposure, chemical burns Spills, fire, explosion	All chairs in lab areas should be washable and not upholstered. Wipe down with neutral glass cleaner.
Cleaning cabinets and lab bench tops	Chemical exposure, chemical burns Spills, fire, explosion	Do not clean lab bench tops unless the lab is vacant, no existing chemicals, residue from spills or containers and your supervisor has instructed you.
Floor cleaning: dry mop (dust mop), Wet mop, gum removal, scuff mark removal, stain removal (from spills) floor stripping and waxing	Possible chemical exposure, breakage, Spills, reaction from spill residue Slips and falls	To minimize cross contamination do not push dust/debris into multiple labs. Safety glasses should be worn. It is recommended when re placing floors, epoxy type floors should be installed. Steer clear of chemicals on counters, stools, floors.
Emptying recyclables	If wet material is discovered: chemical burns, exposure and possible reaction. If powder is discovered: exposure, possible reactions. Sharps: puncture, needle stick, cuts	Do not empty set aside and notify lab PI or EHS. Wear proper PPE
Emptying glass boxes	Cuts and chemical exposure	Examine box for any sharp protrusions, make certain box is sealed and ready for removal. Do not remove if there is any question, liquid leaking from the box or it is not sealed correctly. Check with Supervisor.