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|  | [**Task Hazard Analysis**](https://www.jlab.org/ehs/ehsmanual/Glossary.htm#THADef) **(THA) Worksheet**  **(See** [**ES&H Manual Chapter 3210 Appendix T1**](http://www.jlab.org/ehs/ehsmanual/3210T1.htm)  [**Work Planning, Control, and Authorization Procedure**](http://www.jlab.org/ehs/ehsmanual/3210T1.htm)**)** | **Click**  **For Word Doc** |
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| **Author:** | Marcy Stutzman | | | | | **Date:** | | 9 January 2020 | | | **Task #:**  **If applicable** |  |
| **Complete all information. Use as many sheets as necessary** | | | | | | | | | | | | |
| **Task Title:** | | Battery bias box maintenance | | | | | | | **Task Location:** | Varied | | |
| **Division:** | | Accelerator | | | **Department:** | | Center for injectors and sources | | | **Frequency of use:** | | Monthly or less |
| **Lead Worker:** | | | Marcy Stutzman | | | | | | | | | |
| **Mitigation already in place:**  [**Standard Protecting Measures**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#SPMDef)  [**Work Control Documents**](http://www.jlab.org/ehs/workcontrol.html) | | | | OSP to accompany | | | | | | | | |

| **Sequence of Task Steps** | **Task Steps/Potential Hazards** | [**Consequence Level**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#ConsequenceLevel) | [**Probability Level**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#ProbabilityLevel) | [**Risk Code**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#RCDef) **(before mitigation)** | **Proposed Mitigation**  **(Required for** [**Risk Code**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#RCDef) **>2)** | **Safety Procedures/ Practices/Controls/Training** | [**Risk Code**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#RCDef)  **(after mitigation** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Remove lid from battery bias box / exposure to battery voltages up to 400 V DC, I<1A | M | L | 1 |  |  | 1 |
| 2 | Remove old batteries / manipulating 22.5 V battery in series / exposure to battery bias and current | M | M | 2 | Wear gloves, have second trained worker in the room |  | 1 |
| 3 | Replace with new batteries / manipulating 22.5V batteries in series | M | M | 2 | Wear insulating gloves, have second trained worker in the room |  | 1 |
| 4 | Replace battery box cover | L | L | 1 |  |  | 1 |

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| **Highest** [**Risk Code**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#RCDef) **before Mitigation:** | 2 | **Highest** [**Risk Code**](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#RCDef) **after Mitigation:** | 1 |

When completed, if the analysis indicates that the [Risk Code](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#RCDef) before mitigation for any steps is “medium” or higher (RC≥3), then a formal [Work Control Document](http://www.jlab.org/ehs/ehsmanual/Glossary.htm#WCDDef) (WCD) is developed for the task. Attach this completed Task Hazard Analysis Worksheet. Have the package reviewed and approved prior to beginning work. (See [ES&H Manual Chapter 3310 Operational Safety Procedure Program](http://www.jlab.org/ehs/ehsmanual/manual/3310.html).)

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| **Form Revision Summary**  **Periodic Review – 08/29/18 –** No changes per TPOC  **Periodic Review – 08/13/15 –** No changes per TPOC  **Revision 0.1 – 06/19/12 -** Triennial Review. Update to format.  **Revision 0.0 – 10/05/09 –** Written to document current laboratory operational procedure.   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  | **ISSUING AUTHORITY** | **TECHNICAL POINT-OF-CONTACT** | **APPROVAL DATE** | **REVIEW DATE** | **REV.** |  | |  | ESH&Q Division | [Harry Fanning](mailto:fanning@jlab.org?subject=ESH%20Manual%20Chapter%203210%20Appendix%201%20THA%20Form) | 08/29/18 | 08/29/21 | 0.1 |  |   ***This document is controlled as an on line file. It may be printed but the print copy is not a controlled document. It is the user’s responsibility to ensure that the document is the same revision as the current on line file. This copy was printed on 1/9/2020.*** |