



RMI - Job Safety Analysis

A hazard is the potential for harm and is often associated with a condition or activity that, if left uncontrolled, can result in an injury or illness. Identifying hazards and eliminating or controlling them as early as possible will help prevent injuries and illnesses.

One of the most effective ways to establish safe work procedures is by conducting a thorough Job Safety Analysis (JSA) before beginning a task. A JSA is a key component of a comprehensive safety and health management system.

A JSA is a valuable tool for:

- Training new employees on the proper and safe steps for a job.
- Identifying potential hazards in a process.

While a JSA can be performed on many different jobs, priority should be given to the following types of work:

- Jobs with a high rate of injuries or illnesses.
- Jobs with the potential to cause severe or disabling injuries, even if no past accidents have occurred.
- Jobs where a single human error could lead to a serious accident.
- Jobs that are new or have recently changed their processes or procedures.
- Complex jobs that require detailed written instructions.

When performing a JSA, it is important to do it as a group – specifically those who are involved in working with the task at hand. When writing the JSA, it is important to also use the hierarchy of controls to control the hazards as best as possible.

Below is a template to be used to conduct JSA's.



JSA Template

Location (Name of facility):		Department:	
Task Description:		Any external elements (heat; rain; snow; etc.):	
Job Title:		Supervisor:	
Prepared By:		Date:	
Hazard Assessment			
JOB STEPS <i>(List job steps below in each column)</i>	HAZARDS – CONSEQUENCES <i>(What are your hazards?; Falling hazards; Energy Control; Heat Stress; Confined Space; Etc.)</i>	CONTROLS (SAFEGUARDS) <i>(How will you prevent your hazards?; Wear fall protection; Lockout/Tagout; Hydrate; Gas Meters; etc.)</i>	PHOTO <i>(Include photos for reference)</i>
1			



2			
3			
4			
5			
Required Training		Required PPE	
<i>I have read and understand the contents of the job hazard analysis and the controls required to mitigate the risks from the identified hazards</i>			



Employee Name / Signature	Date