



Pocket Job Safety Analysis

Who? Everyone

What? A Brief Safety Assessment

Where? At Work, at home, in the car!

When? When starting a routine, or non-routine task, after a break, or when conditions change.

Why? To ensure that the environment, your equipment, you, and those around you, are safe, you have a realistic situation assessment, and all hazards have been controlled to an acceptable level.

How?



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Performing a brief JSA reduces the risk involved in all kinds of activities. Taking a pause to assess the safety of a task will go a long way in preventing injuries and reducing near-misses. At the least, a JSA should be performed for non-routine tasks; however, assessing the safety of all tasks before you begin may eliminate new or unforeseen hazards.

There are some straightforward questions you can ask yourself during your brief JSA. Below, these questions cover the five main safety considerations:

Task

What steps/procedure are required to perform the job?
Do you understand your job responsibilities?
What could go wrong?
What are the dangers and who/what will they effect?

Workplace/Environment

What hazards are there in the work area?
Are the weather conditions conducive to the task?
Is the lighting appropriate?
Is the area tidy enough to perform the task?

Personal/Personnel Safety

Do you need to communicate with others, if so how?
Are there other jobs going on in the area that might affect you, or that you might affect?
Are you physically and mentally prepared?
Are there enough people to perform the task safely?

Equipment

Is all necessary equipment available? In good condition?
Do you know how to use it?
Is the necessary PPE available? In good condition? Worn properly?

Controls

Assess - is the job/task absolutely necessary to do?
Is it possible to eliminate the identified hazard(s)?
Are there engineering or design strategies that can control the hazard?
Are there administrative controls such as procedures that may be implemented?
Are you using the appropriate, approved PPE?
Once implemented, is the control acceptable? Is the risk reduced to an acceptable level?

After these questions have been satisfied with an answer or an action that ensures a safe job site, work may begin.

Remember: if you take a coffee break, stop for the day and recommence, weather conditions change, or a part of the task changes, perform this quick assessment again, for the safety of you and those around you!