

When to perform a JSA

Job safety analyses can be performed on many different tasks in the workplace. It is important to give priority to the tasks that are considered to be of the highest importance or that present the greatest risks. Listed below is a priority order of how tasks should be considered for JSA.

- Jobs with the highest injury or illness rates
- Jobs with the potential to cause severe or disabling injuries or illnesses
- Jobs in which human error could lead to a severe accident or injury
- Jobs with new processes or procedures
- Complicated jobs that may require written instructions

How to perform a JSA

When performing a JSA consider the following list to identify potential hazards:

- Environmental conditions of the work area (e.g. wet, cluttered or icy)
- The task that you need to perform
- Other people and work being performed (e.g. people working overhead)
- Equipment in operation near you (e.g. noisy equipment, welding)
- What controls, if any, are in place for the possible hazards?

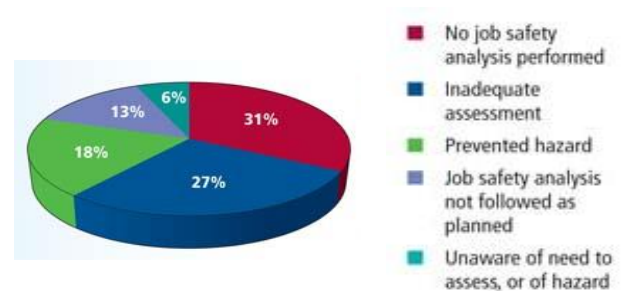
While performing the JSA keep the following list in mind.

- The steps involved and the order they will occur
- The actions that each task entails (e.g. load or steer)
- The PPE needed for each task

After the steps for the task have been identified and the hazards recognized, it is necessary to make recommendations or implement controls to reduce or eliminate the hazards. There are four main types of controls that can be put in place to mitigate hazards once they are identified; they are listed below and include examples.

1. Avoidance/substitution (e.g. postpone the survey)
2. Engineering (e.g. guards/barriers or alarms)
3. Administrative (e.g. procedures or signs)
4. Personal protective equipment (e.g. safety glasses or safety harnesses)

Employees should only participate in tasks containing hazards that may be mitigated with the use of PPE or controls that are already in place, not including the use of respirators. If a job is determined to be hazardous and PPE will not control the hazard, then employees are to postpone the task until the hazard can be controlled.



Actual Near Miss

A crewmember was on board a barge preparing to leave the port. As he let go of a mooring line, he stepped on a manhole cover that was not properly secured and fell forward. Upon further safety inspection, it was found that many of the manhole covers were unsecured. The crewmember should have performed a JSA himself prior to commencing the maneuvering job even though shore side personnel had already assured him that the barge was ready for sea.

Discussion

- Take five minutes before beginning or when re-starting a job to identify risk and mitigate hazards.
- Report and discuss any incidents pertaining to JSAs with your supervisor. Share examples from some of your own JSAs